

**CAROLINE CHISHOLM EDUCATION TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

# CAROLINE CHISHOLM EDUCATION TRUST

## CONTENTS

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	<b>Page</b>
Reference and administrative details	1 - 2
Trustees' report	3 - 15
Governance statement	16 - 18
Statement on regularity, propriety and compliance	19
Statement of trustees' responsibilities	20
Independent auditor's report on the accounts	21 - 23
Independent reporting accountant's report on regularity	24 - 25
Statement of financial activities including income and expenditure account	26 - 27
Balance sheet	28
Statement of cash flows	29
Notes to the accounts including accounting policies	30 - 48

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# CAROLINE CHISHOLM EDUCATION TRUST

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Members

J Neilson (Resigned 2 November 2020)  
L Samways  
A Simmonds (Resigned 1 November 2020)  
A Sortwell (Resigned 31 October 2020)  
S Stringer (Resigned 19 October 2020, Appointed 6 November 2020)  
S Waine (Appointed 19 October 2020, Resigned 30 October 2020)  
D Atkinson (Appointed 11 November 2020)  
P Quelch (Appointed 11 November 2020)  
L Browett (Appointed 16 November 2020)

### Trustees

Ms J Blaize (Staff trustee) (Resigned 5 September 2019)  
Ms S Boak (Trustee)  
Ms J Croasdale (Trustee) (Resigned 15 July 2020)  
Ms S Duffy (Trustee, Vice Chair of Trustees from 4 November 2020)  
G Irons (Trustee)  
Mr D James (Principal)  
Mrs G Loch (Trustee) (Appointed 12 October 2020)  
T Macrae (Trustee)  
Mrs LH Marsh (Trustee) (Appointed 12 October 2020)  
S Robson (Trustee)  
Mrs L Samways (Trustee, Vice Chair of Trustees to 3 November 2020, Chair of Trustees from 4 November 2020)  
Mr A Sortwell (Chair of trustees) (Resigned 31 October 2020)  
S Stringer (Trustee, Chair of Finance & PFI Committee)

### Members of the Finance and PFI Committee

D James  
G Loch (Appointed 12 October 2020) Joined Committee 4 November 2020  
L Marsh (Appointed 12 October 2020) Joined Committee 4 November 2020  
S Robson  
L Samways  
A Sortwell (Resigned 31 October 2020)  
S Stringer (Chair of Finance and PFI Committee)

# CAROLINE CHISHOLM EDUCATION TRUST

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Senior management team

D James - Principal  
P Ashton - Assistant Principal  
N Cairns - Assistant Principal  
A Colman - Assistant Principal  
A Fisher - Vice Principal  
M Lopez - Assistant Principal  
K Patterson - Vice Principal  
A Phillips - Assistant Principal  
S Sweetland - Director of Finance  
S Stowey - Director of HR (Appointed 1 August 2020)  
G Wakefield - Vice Principal  
L West - Assistant Principal

### Company secretary

S Sweetland

### Company registration number

07638756 (England and Wales)

### Registered office

The Wooldale Centre for Learning  
Wootton Fields  
Northampton  
NN4 6TP

### Independent auditor

Moore  
Rutland House  
Minerva Business Park  
Lynch Wood  
Peterborough  
PE2 6PZ

### Bankers

Lloyds Bank Plc  
2 George Row  
Northampton  
NN1 1DJ

### Solicitors

Browne Jacobson  
Castle Meadow Road  
Nottingham  
NG2 1BJ

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2020

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The trustees present their annual report together with the financial statements and auditor's 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 4 to 19 serving a catchment area in Wootton, Wootton Fields, Grange Park, Quinton and Courteenhall. It has a pupil capacity of 2,012, and had a roll of 2,049, in the school census on 1 October 2020.

#### **Structure, governance and management**

##### Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust.

The charitable company operates as Caroline Chisholm Education Trust.

The trustees of Caroline Chisholm Education Trust are also the directors of the charitable company for the purposes of company law. 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.

##### 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.

##### Trustees' indemnities

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme membership.

##### Method of recruitment and appointment or election of trustees

The board of trustees is responsible for appointing community trustees and seeking sponsor trustees and for ensuring that parent trustees and staff trustees are elected by a secret ballot. Trustees are subject to retirement by rotation but are eligible for re-election at the meeting at which they retire. The board of trustees elect the chair and vice chair annually and trustees' committees elect their own chairs annually.

##### Policies and procedures adopted for the induction and training of trustees

All new trustees are invited to attend an induction meeting with the chair and/or vice chair of the board of trustees. All new trustees are introduced to the Clerk to the Trustees who shares with them the calendar of meeting dates for the academic year and provides them with access to Microsoft Teams – the file sharing system. Correspondence is via email and minute/agenda circulation is via Microsoft Teams. All Trustee information is available on the school website and is updated annually. Trustees are strongly encouraged to attend one training event during each academic year.

##### Organisational structure

The structure consists of the trustees, the leadership team and curriculum leaders. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

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

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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The senior management team officers are the principal, three vice principals, six assistant principals and the director of finance and director of HR. These officers control the academy trust at an executive level implementing the policies laid down by the trustees and reporting back to them. As a group the senior officers are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment panels for posts in the leadership team always contain a trustee. Some spending control is devolved to curriculum leaders, with limits above which a senior officer must countersign.

The leadership team includes the senior officers and 6 assistant principals and the director of finance and director of HR. The leadership team are responsible for the day to day operation of the academy trust, in particular organising the teaching staff, curriculum timetables and students.

#### Arrangements for setting pay and remuneration of key management personnel

The key management personnel are the Leadership Team, as detailed in the Reference and Administrative Details. They have authority and responsibility for planning, directing and controlling the activities of a reporting entity, and have responsibility in the day-to-day running of the academy trust.

The arrangements for setting the pay of the Principal is through the "Performance Committee" which is a trust committee that reviews the performance of the Principal with advice from an external consultant. The outcomes from this committee are trickled down to key members of the leadership team in determining any pay or performance changes. The arrangements for setting the pay and remuneration on the rest of the leadership team is based on 3/4 strategic criteria which are set and reviewed by the Principal or Vice Principals as part of their line management responsibility.

#### Trade union facility time

##### *Relevant union officials*

Number of employees who were relevant union officials during the relevant period	1
Full-time equivalent employee number	0.67

##### *Percentage of time spent on facility time*

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

##### *Percentage of pay bill spent on facility time*

Total cost of facility time	-
Total pay bill	8,145,100
Percentage of the total pay bill spent on facility time	-

##### *Paid trade union activities*

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

Caroline Chisholm School continues to work closely with cluster primary schools to support the provision of education to the community of Wootton, Wootton Fields and Grange Park. As part of the Wooldale Centre for Learning the academy trust works in partnership with both PFI and other users on the site to promote and deliver community activities to adults and children. Caroline Chisholm School is one of 11 schools in the South West Area of Northamptonshire (SWAN); SWAN schools share good practice via effective networking.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Risk management

The Trustees have assessed the major risks to which the academy is exposed, in particular those related to the operations and finances of the academy, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

With regard to Covid19 the risk register highlights that an escalated pandemic event may lead to a spread of infection on site. The Trust seeks to mitigate this in order to maintain a safe environment for students and staff and maintain learning outcomes. The additional financial strain of Covid19 is also considered and reviewed on a regular basis.

The implications of Covid19 on defined benefit pension liabilities up to the period 31 August 2020 have been included in the FRS102 return. The Trust holds some funds in fixed term notice deposit accounts in order to maximise interest, however during the period of Covid19 interest rates have fallen significantly.

### **Objectives and activities**

#### Objects and aims

The principal object and activity of the charitable company is the operation of Caroline Chisholm School to provide education for the benefit of the inhabitants of Wootton, Wootton Fields, Grange Park and the surrounding area; by establishing, maintaining and developing a school offering a broad and balanced curriculum. Caroline Chisholm School provides education for pupils of different abilities between the ages of 4 and 19.

#### Objectives, strategies and activities

Our vision and ethos identify what we are trying to achieve as a school. This is outlined in the statements below: Caroline Chisholm School is a safe and secure learning environment at the heart of our community where everyone is equally valued and respected- a community built on:

**Ambition** by developing the school culture, where everyone:

- strives to be the best they can become
- aspires to ambitious goals
- nurtures and supports

**Confidence** where everyone develops self-belief by:

- overcoming challenges
- taking calculated risks
- upholding our shared values

**Success** where everyone is inspired to:

- become a high performing learner
- embrace a range of rich and diverse opportunities
- celebrate achievement in all its forms

All-through school ethos

Caroline Chisholm School was the first purpose-built state all-through school in the UK. It remains our unique selling point and distinguishes us from most other local and UK schools in the way that we operate and function as an organisation.

Our school has age phases.

- **Primary phase** – 2 form entry
  - Foundation stage
  - Key stage 1
  - Key stage 2
- **Secondary phase** – 9 form entry
  - Key stage 3
  - Key stage 4
- **Sixth form**
  - Key Stage 5

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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We use pupils to describe young people in primary phase and students to describe young people in secondary phase and the sixth form.

High performance learning ethos

Teaching staff, throughout the school, have been implementing the “**High Performance Learning**” (HPL) approach.

HPL is a research-based, pedagogy-led philosophy developed by Professor Deborah Eyre, and is beginning to be implemented by schools worldwide. This approach sees all students as high performers who are not limited by ‘ability’, reflecting our own ethos of “everyone, every lesson, every opportunity”.

HPL makes the goal of high performance the expectation for all students in the school and uses a [teaching and learning framework](#) to systematically grow minds and develop the cognitive skills, values, attitudes and attributes needed to reach success.

The house system

Our house system is linked to four Australian cities – representing the school's link to Caroline Chisholm and her work in Australia.

The four houses are:

- Perth
- Sydney
- Melbourne
- Brisbane

Students from reception through to Year 13 are split into the four houses.

All staff (including trustees), (with the exception of the principal and vice principals) are allocated to a house.

Each house is led by a head of house.

Staff are encouraged to run house activities within lessons where appropriate, to record these results and to share these results with the heads of houses.

As part of the re-launch of the school website, we have produced new a new logo for each house.



#### Public benefit

The trustees of the academy trust have complied with their duty to have due regard to the guidance on Public Benefit published by the Charity Commission in exercising their powers and duties. The activities undertaken to further the academy trust's purpose for the Public Benefit includes provision of education to the local community of Wootton, Wootton Fields and Grange Park in Northampton and in partnership with the PFI provider offers recreational facilities to a variety of local community groups outside of school hours for the benefit of the general public. Community based projects are also undertaken throughout the year by staff and students.



# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Strategic report

#### Achievements and performance

##### Primary Phase

Due to lockdown there was no primary assessments completed.

##### Secondary Phase

<b>GCSE</b>	<b>2020</b>
· 9-4 in English and mathematics	85%
· 9-5 in English and mathematics	58%
· 9-7 English	26.27%
· 9-4 English	88.56%
· 9-7 Mathematics	29.24%
· 9-4 Mathematics	89.83%
· 9-8 (%A*) entries	13.91%
· 9-7 (%A*-A) entries	27.57%
· 9-4 (%A*-C) entries	87.15%
Progress 8	+0.37
Attainment 8	54.15
Achieving EBACC	37.29%
	24.58%
<b>A Level</b>	
· A*-A entries	31.49%
· A*-B entries	58.89%
· A*-C entries	88.34%
<b>All Qualifications</b>	
· A*-A entries	29.90%
· A*-B entries	56.19%

##### Covid 19

The school stayed open for key workers, and opened when expected for years reception, one and six. Procedures, such as temperature scanning pupils, were introduced to safeguard staff and students. By July 2020, approximately 300 students were attending the school daily. Year 10 students were given weekly individual tutoring sessions. The school was fully open during the Easter and half term holidays. Providing places for key workers and vulnerable children.

All students were provided with online learning with teachers planning appropriate lessons and assessing student work.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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#### **How have staff coped and the implications for this year?**

Staff have responded with great professionalism with the school and supported students throughout the initial lockdown and then the wider re-opening for some Primary phase children and year 10/12 from 1st June 2020. HR have tried to support individual staff members through welfare telephone calls and offered and organised visits to school by some staff who were previously shielding. This helped reduce anxiety overall prior to returning on 1st September 2020 and was well received.

Staff absence as of 1st September 2020 was low. We have experienced a slight increase due to some staff members either experiencing Covid symptoms themselves or family members resulting in requirement for self-isolation until test results were received. In addition, there are the usual coughs and colds creeping in that are prevalent at this time of year. The school will continue to support staff and line managers with welfare and absence matters.

We had no volunteers in school during this time.

#### **How have students coped with the COVID-19 pandemic and implications?**

Our students have been incredibly resilient. The safeguarding team worked tirelessly throughout lockdown and the summer break supporting students who were suffering with numerous issues. The DSL attended a wide range of meetings which continued over the summer break. We have employed a second counsellor and now have two trained counsellors who offer support for both students, staff and parents.

It is impossible to predict the implications on student wellbeing this year. We have increased capacity in our safeguarding team so that we can react should the need arise. Concerns will be dealt with swiftly and followed up with targeted interventions. The expansion has also enabled us to touch base with all new students with a previous safeguarding file by the end of the second week back.

The issues with the Centre Assessed Grades has left teachers, students, and parents nervous about the process that will be in place in the summer of 2021. Exam boards are still updating exam specifications for year 10 exams. This is not helpful and is leading to teachers becoming more anxious. At the time of writing the exam timetable for summer 2021 has not been released, and as a result, curriculum delivery for GCSE and A level is extremely difficult to plan for.

We are using GL Assessments to baseline test our year 7 cohort; this will support us in identifying students who may not have made the required progress in year 7.

#### **Primary Phase**

DfE have confirmed that all primary statutory assessments will take place in the summer of 2021. This covers the Foundation Stage Profile, Year 1 phonics screening check (PSC) in the week commencing June 7th and KS1 SATs/teacher assessment in reading, writing and maths will take place during May. In addition, the Year 1 PSC must be carried out in Term 2, 2020 for the current Year 2 children and also for Year 3 children who did not pass the PSC re-sit in Year 2.

The Year 4 multiplication tables check will take place over a 3-week period from Monday 7th June.

KS2 SATs in reading, GPS and maths will take place from May 10th -13th 2021 and teacher assessment in writing will be completed in June.

Diagnostics assessments in the core areas of learning are in process for Year 1 to Year 6 to identify learning gaps which will inform the progress improvement plans for each year group. The national, pilot Foundation Stage baseline assessment has been suspended for 2020-21 and the staff team are carrying out internal baseline assessment, which will be completed by the end of Term 1 2020.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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#### Secondary Phase

Within the secondary phase the implementation of a digital solution for teaching and learning has become a priority in order to ensure there can be a seamless transition from in class learning to remote learning in case of a lockdown or a partial closure of one or more bubbles in the event of a need for students to isolate. Currently staff in secondary phase have developed their confidence and capability to use Teams effectively and all homework is being set and marked via this method. This will be extended to encompass classroom learning when the hardware arrives on site.

#### Impact of the virus

We will monitor student absence particularly if we have year bubbles self-isolating. Online learning has been focusing on how to support student learning if they are unable to attend school.

We are closely monitoring student numbers as we are aware that this could be affected in the long term. We have organised virtual open evenings and engaged with a professional company to produce an online prospectus.

#### Curriculum delivery

We have planned a full delivery of the curriculum. Subjects such as PE, technology, IT, drama, and art have had to adapt curriculum to fit with control measures.

#### Update following Ofsted Inspection January 2020

The school was inspected at the end of January 2020. The outcome of the inspection was that the school has moved from a category of 'Requires Improvement', to 'Good' with early Years provision maintaining its 'Outstanding' status.

The new framework meant that there was less of an emphasis on data and pre-conceived ideas about a school based on that information on the part of the inspection team. They identified particular strengths of:

- Pupils receive a good quality of education, particularly in the primary phase and the sixth form.
- Pupils achieve well overall by the end of key stage 4
- The curriculum is particularly well planned in English, humanities and physical education (PE)
- Leaders and staff who support children with special educational needs and/or disabilities (SEND) understand their needs well. They work closely with external agencies to secure additional support for pupils. The support for pupils in the specialised resource base is highly regarded.
- Children thrive in Reception and settle into school well. The curriculum is designed to stimulate children's interests. The vibrant environment adds to children's enjoyment of learning.
- In the primary phase, pupils achieve well in all subjects.
- Leaders' work to promote pupils' personal development is effective.
- The large majority of pupils conduct themselves well in lessons and around the school site. The attitudes of pupils towards their learning are good, especially in the primary phase.

The areas for improvement identified by Ofsted are to:

- Leaders should ensure that teachers set demanding work and deepen pupils' understanding at key stage 3 by building on their prior learning from key stage 2.
- Ensure that the secondary curriculum is consistently adapted for pupils with SEND.
- Leaders must ensure that the school's behaviour policy is consistently upheld by staff and respected by all pupils.

What are we doing to improve?

1. The leadership team has been given extra capacity to drive further improvements through the secondment of two faculty leaders to assistant principal roles. These roles will focus on curriculum, HPL and assessment and challenge at KS3 and KS4 respectively.
2. Progress leaders for each secondary cohort are focused on academic underperformance and not behaviour.
3. Continued to develop an all-through curriculum in all subjects.
4. Targeted intervention by the pastoral team to support students who find it difficult to respect the behaviour standards expected.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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#### Key performance indicators

The academy trust uses key financial performance indicators to monitor financial success of the academy trust and progress/improvement against the targets set. These include:

- Staffing costs are monitored as a percentage of income, excluding PFI DSG grant. For the year ended 31 August 2020 staffing costs amounted to 85% of income (target 80%) (79% against target 80% for period ending 31 August 19).
- PFI costs are monitored as a percentage of income, excluding PFI DSG grant. For the period ended 31 August 2020 PFI costs amounted to 9% of total income (target 11%) (9% against target 11% for period ending 31 August 2019).

The academy trust also uses a number of non-financial key performance indicators to monitor its performance. These include:

- Student attendance rates – for the period to March 2020 prior to Covid19 lockdown were 95.65% (96.00% for the period ending 31 August 2019).
- Staff turnover – for the academic year ended 31 August 2020 teaching staff turnover was 10% (16%) and support staff 9% (26%).

#### Going concern

The Trust Board reviews the longer-term financial projections on a regular basis, and has a reasonable expectation that the academy trust has adequate resources to continue in operational existence for the foreseeable future. This has been and continues to be considered in detail during the Covid19 period, and additional associated expenditure is reviewed prior to approval. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

#### **Promoting the success of the company**

In January 2020 the school was inspected by Ofsted who found that the school no longer 'Requires improvement' and is a 'Good' school. This has positive reputational benefits in the community and validates the development work done across the school since the last inspection. During the lockdown the school continued to provide a high standard of education remotely for all students and provided continuous on site provision for a number of students who were vulnerable or whose parents/carers were key workers.

#### **Financial review**

Most of the academy trust's income is obtained from the DfE in the form of recurrent grants disbursed via the Education Funding Agency (ESFA), the use of which is restricted to particular purposes. The grants received from the DfE during the period ending 31 August 2020 and the associated expenditure is shown as restricted funds in the statement of financial activities.

Expenditure to support the key objectives of the academy trust is specifically allocated as part of the annual financial planning process.

The academy has a low exposure to risks.

There are limited trade debtors, and controls are in place.

At 31 August 2020 the total funds comprised:

Unrestricted	£64,485
Restricted: Fixed asset funds	£29,533,664
Other Restricted General funds	£1,879,478
Pension Reserve	£(3,022,000)
Total	£28,455,627

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Reserves policy

The trustees review the reserve levels of Caroline Chisholm School annually. The review considers the nature of the income and expenditure streams, the need to match income with commitments and the nature of reserves. This has been reviewed during the period in light of Covid19 and the additional expenses incurred in order for the school to re-open to all students from September 2020. It is felt that the previous reserves policy levels are still appropriate.

Unrestricted funds of £64.5k (2019 £51.9k) are for use on the general purposes of the academy trust, at the discretion of the trustees.

Within the Restricted Fixed Asset Fund £30.08m (2019 £29.53m) of it can only be realised by disposing of tangible fixed assets.

Restricted funds will be spent in accordance with the terms of the particular funds. Demands on the academy trust's restricted income funds will vary over the coming years. The academy trust's policy is that the appropriate level of restricted reserves should be at least £500,000. The reason for this is to provide sufficient working capital to cover delays between spending and grant receipts and to provide a cushion to deal with unexpected operational expenses.

The deficit on the pension reserve relates to the non-teaching staff pension scheme where, unlike the teachers scheme, separate assets are held to fund future liabilities as discussed in note 20. The deficit can be met in the longer term from any combination of increased employer or employee contributions, increased government funding or changes to scheme benefits.

### Investment policy

The academy trust's investment policy is to invest surplus cash balances with high street banks. Investment returns are market tested periodically to ensure that the returns are maximised whilst safeguarding the funds invested.

### Principal risks and uncertainties

The academy trust development planning process takes account of social and economic factors that may impact on the academy trust's ability to achieve its objectives. The planning process results in the production of The School Development Plan informs current and future years financial planning.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Financial Risk

#### **DfE and ESFA legislation**

The Academy will keep abreast of any changes brought about by legislation and plan to incorporate them within the financial plan.

#### **Potential funding cuts in future years**

Financial planning incorporates flexibilities and scenario planning to reflect varying funding outcomes which may, amongst others, be determined by:

- National Funding Formula
- Special Educational Needs (SEN) funding changes; and
- Changes to funding rates, for example, Pupil Premium and PE in Sport

The Academy will continue to set a balanced budget based on ESFA funding, generated income and agreed efficiencies.

#### **Potential claw backs of GAG or other grants**

The Academy is aware of the current criteria for potential claw back (GAG carry forward of > 12%) which is detailed in clause 78 of our Funding Agreement. Our 5 year financial plan indicates that we will not exceed the 12% GAG carry forward limit.

#### **Changing demographics in catchment area**

The Academy will review its Admissions Policy annually as required by the Code and review the Published Admission Number (PAN) if there is demographic change.

#### **LGPS deficit**

Financial plans consider fluctuations in the employer contributions that maybe required addressing the deficit long term. Actual changes to employer contributions may be made in response to the outcome of an actuarial valuation of the scheme.

#### **PFI Risk**

The Academy is represented as part of the special purpose vehicle (SPV) which meets monthly to monitor contract operation. The Academy may invoke penalty clauses should poor performance by the PFI contractor become a limiting factor to effective teaching and learning.

- Planned PFI related revenue expenditure incorporates appropriate indexation in line with contract parameters.
- PFI capital expenditure planning incorporates provision for associated increases in future lifecycle and maintenance revenue costs.

#### **Reputational risk**

Trustees and school leaders, through the committee structure, identify key legal and regulatory requirements and implement appropriate compliance and monitoring reporting.

Academy Trustees and Leadership team review and agree internal compliance procedures, allocating key staff to key areas of regulatory responsibility.

#### **Performance Risk**

The Academy measures performance against internal and National targets. Responsibility for achieving these targets is shared by all staff via the School Improvement Plan and the annual performance management cycle.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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The Academy Trust practices through its Board and the constituted subcommittees risk management principles. Any major risks highlighted at any sub-committee are brought to the main Board with proposed mitigating actions and they continue to be reported until the risk is adequately mitigated.

The Trust accepts managed risk as an inevitable part of its operations but maintains an objective not to run unacceptable levels of risk in any area. The subjective nature of this process requires major risks to be resolved by the Board collectively, whilst more minor risks are dealt with by senior executive officers.

### **Fundraising**

The Trust is keen to support a range of good causes both locally, nationally and internationally and encourages involvement by students and the school community to raise funds periodically throughout the school year. Unfortunately, due to Covid19 there was less opportunity during the second half of the period for fundraising with the majority of students and staff working offsite. However, prior to this a number of activities took place, including fundraising for mental health charities including Lowdown and Young Minds. Other charities supported include Sports Relief, Children in Need and McMillan Coffee Morning. Fund-raising is generally through non-uniform days. There is no obligation on students/parents or the community to support the charities.

The Trust works closely with CCS Friends Association who work to raise funds for the school and its students. In 2019/20 CCS Friends donated £6,542 for a variety of school projects including a gym treadmill, books for key stage 2 and whole phase e-books and purchases for the garden beds.

Local Businesses are keen to support the Academy and on occasion donate equipment or small cash donations to help towards specific projects or activities.

The academy does not operate a regulated fund-raising scheme nor does it employ or use the services of a professional fund-raiser.

# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### **Plans for future periods**

As we did in the previous academic year, we have streamlined the number of whole school priorities for the next academic year. Before we do this, it is important that we all believe that we can become an outstanding school. Outstanding does not mean that everyone must work even harder – that is not reasonable. What we need is for everyone to be working together and all pushing in the same direction – with high expectations on what we should be achieving and how we should be working.

### **Post COVID-19 response**

Our students have suffered significantly because of the ongoing COVID-19 pandemic – we expect this to impact not only their academic progress, but their mental and emotional health.

Our systems will need to identify where all students are academically and where there are gaps in student learning. So highly effective summative and formative assessment will be essential.

Once these gaps are understood, we will need to put in place actions to ensure all young people catch-up.

### **Becoming an outstanding all-through school**

Being an all-through school is our unique selling point. However, over recent years, the challenges of league tables, inconsistent educational language on teaching and learning and assessment has made it increasingly difficult for us to work together as a unified school. As a result, a key priority over the next year is to become a highly effective all through school, which has a clear vision of how we will push together as one, innovative school where there is little distinction between the philosophy of teaching in any classroom.

### **High performance learning**

The push will be to accelerate the HPL project and really focus on developing a consistent HPL philosophy that runs across all parts of the school. We will move our focus to include the learning behaviours of students as well as the teaching strategies in the classroom. This work will encompass looking at the school's ethos and culture and creating a school where everyone is challenged to continually improve and to not accept poor performance.

With assessment, the push will be to develop innovative and consistent approach to assessment across the school that allows teaching to focus on student learning rather than generating data to measure progress.

### **Secondary digital learning strategy.**

As part of our COVID-19 response, we aim to move forward our digital learning strategy and further develop much of the expertise that we garnered together whilst students worked remotely at home. The secondary digital learning strategy will equip all students with digital devices in the classroom. The digital learning strategy will come under the remit of the teaching and learning team. The aim is to extend this further to initially include KS2 and as appropriate KS1 as and when we have developed expertise and have the available resources.

### **Leadership of whole school priorities**

As a school, we have overcome significant challenges over recent years, first with the flood and more recently with the pandemic. As a staff body we have worked together tirelessly to overcome significant challenges. However, to be outstanding, we all must be more evaluative on the work we do – has what we have done worked? Are we doing what we are supposed to be doing? Are my colleagues working with me effectively to improve what we are doing? So, developing highly effective leadership will be the glue that brings all our projects together.

The individual projects will be led by the vice principal team, with the aid of Russell Melhuish, the new school project manager supporting.



# CAROLINE CHISHOLM EDUCATION TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Auditor

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the 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 auditor is aware of that information.

The auditor, Moore, is deemed to be reappointed under section 487(2) of the Companies Act 2006.

The trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 02 December 2020 and signed on its behalf by:



Mr D James  
Principal



Mrs L Samways  
Chair of Trustees

# CAROLINE CHISHOLM EDUCATION TRUST

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Scope of responsibility

As trustees we acknowledge we have overall responsibility for ensuring that Caroline Chisholm Education 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.

The board of trustees has delegated the day-to-day responsibility to the principal, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Caroline Chisholm Education Trust and the Secretary of State for Education. The accounting officer is also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Trustees' report and in the Trustees' responsibilities statement. The board of trustees has formally met 9 times during the year. This included 3 additional meetings due to Covid19. Attendance during the year at meetings of the board of trustees was as follows:

Trustees	Meetings attended	Out of possible
Ms J Blaize (Staff trustee) (Resigned 5 September 2019)	0	0
Ms S Boak (Trustee)	9	9
Ms J Croasdale (Trustee) (Resigned 15 July 2020)	3	8
Ms S Duffy (Trustee, Vice Chair of Trustees from 4 November 2020)	7	9
G Irons (Trustee)	8	9
Mr D James (Principal)	9	9
Mrs G Loch (Trustee) (Appointed 12 October 2020)	0	0
T Macrae (Trustee)	7	9
Mrs LH Marsh (Trustee) (Appointed 12 October 2020)	0	0
S Robson (Trustee)	9	9
Mrs L Samways (Trustee, Vice Chair of Trustees to 3 November 2020, Chair of Trustees from 4 November 2020)	8	9
Mr A Sortwell (Chair of trustees) (Resigned 31 October 2020)	8	9
S Stringer (Trustee, Chair of Finance & PFI Committee)	9	9

### Governance reviews:

The Trust Board 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 trust board is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the year ending 31 August 2020 and up to the date of the approval of the annual report and financial statements. This process is regularly reviewed by the trust board.

The Trustees have appointed a School Challenge Partner to monitor and provide challenge to school management and to provide independent reports to the Trustees on the progress the school is making to achieve its objectives especially in relation to the rapid school implementation plan and school development plan.

The Finance and PFI committee is a sub-committee of the main Trust Board. Its purpose is to propose a draft budget, scrutinise income and expenditure against the budget, monitor systems of control and oversee statutory returns of a financial nature. The Finance and PFI committee performs the role of the audit committee.

The committee have formal meetings 4 times a year and maintain regular contact through emails and visits into school. In addition, all trustees receive management accounts and budget updates monthly. The committee report back to the Full Governing Body at each Meeting.

# CAROLINE CHISHOLM EDUCATION TRUST

## GOVERNANCE STATEMENT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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Attendance at meetings in the year was as follows:

Trustees	Meetings attended	Out of possible
Mr D James (Principal)	5	5
S Robson (Trustee)	4	5
Mrs L Samways (Trustee, Vice Chair of Trustees to 3 November 2020, Chair of Trustees from 4 November 2020)	5	5
Mr A Sortwell (Chair of trustees) (Resigned 31 October 2020)	5	5
S Stringer (Trustee, Chair of Finance & PFI Committee)	4	5

All trustees are invited to attend the Finance and PFI Committee meetings and 2 trustees attended 1 meeting each. One member who is not a trustee also attended 3 meetings.

#### Review of value for money

As accounting officer, the principal 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 academy 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:

- Allocating the necessary resources to best promote the aims and values of the School
- Targeting resources deployed to best improve standard and the quality of provision
- Using resources to best support the various educational needs of all students
- In-house monitoring by the senior and middle management teams
- Annual budget planning plus monthly management reporting of income and expenditure to the Trustees
- Regular auditing of the financial and management information throughout the academic year
- Analysis of school student performance data
- Published minutes of the trust and trust committees
- Analysis of DfE student performance data

#### 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 ongoing process designed to identify and prioritise the risks to the achievement of academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Caroline Chisholm School for the year 1 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 is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks, that has been in place for the year 1 September 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.

# CAROLINE CHISHOLM EDUCATION TRUST

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### **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 performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of trustees has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However the trustees have appointed Moore, the external auditors, to perform additional checks.

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

- Testing of purchase systems
- Testing of payroll systems
- Testing of bank reconciliations

On an annual basis, the auditor's report to the board of trustees on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

### **Review of effectiveness**

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

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

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

Approved by order of the board of trustees on 02 December 2020 and signed on its behalf by:



Mr D James  
Principal



Mrs L Samways  
Chair of Trustees

# CAROLINE CHISHOLM EDUCATION TRUST

## STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE FOR THE YEAR ENDED 31 AUGUST 2020

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As accounting officer of Caroline Chisholm Education 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 terms and conditions of all funding received by the academy trust, 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's 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.



Mr D James  
**Accounting Officer**

02 December 2020

# CAROLINE CHISHOLM EDUCATION TRUST

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 AUGUST 2020**

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The trustees (who are also the directors of Caroline Chisholm Education Trust for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Academies Accounts Direction 2019 to 2020 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 accounts for each financial year. Under company law, the trustees must not approve the accounts 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 accounts, the trustees are required to:


- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgements 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 accounts; and
- prepare the accounts 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 accounts 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 that 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 accounts may differ from legislation in other jurisdictions.

Approved by order of the members of the board of trustees on 02 December 2020 and signed on its behalf by:



Mr D James  
Principal



Mrs L Samways  
Chair of Trustees

# **CAROLINE CHISHOLM EDUCATION TRUST**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CAROLINE CHISHOLM EDUCATION TRUST**

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### **Opinion**

We have audited the accounts of Caroline Chisholm Education Trust for the year ended 31 August 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company'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;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020.

### **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 'Auditor's responsibilities for the audit of the accounts' section of our report. We are independent of the academy trust in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC'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 accounts is not appropriate; or
- the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the academy trust'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 accounts are authorised for issue.

### **Other information**

The trustees are responsible for the other information, which comprises the information included in the annual report other than the accounts and our auditor's report thereon. Our opinion on the accounts 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 accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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.

# CAROLINE CHISHOLM EDUCATION TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CAROLINE CHISHOLM EDUCATION TRUST (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### **Opinions 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 incorporated strategic report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the trustees' report including the incorporated strategic report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report, including the incorporated 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 accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the academy trust'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 charitable company, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the accounts**

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.



# CAROLINE CHISHOLM EDUCATION TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CAROLINE CHISHOLM EDUCATION TRUST (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### Use of our report

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



**Mohamedraza Mavani (Senior Statutory Auditor)**  
for and on behalf of Moore

8.12.20



**Chartered Accountants**  
**Statutory Auditor**

Rutland House  
Minerva Business Park  
Lynch Wood  
Peterborough  
PE2 6PZ

# **CAROLINE CHISHOLM EDUCATION TRUST**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO CAROLINE CHISHOLM EDUCATION TRUST AND THE EDUCATION AND SKILLS FUNDING AGENCY**

***FOR THE YEAR ENDED 31 AUGUST 2020***

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In accordance with the terms of our engagement letter dated 3 May 2018 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 Caroline Chisholm Education Trust during the period 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 Caroline Chisholm Education Trust and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Caroline Chisholm Education Trust 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 Caroline Chisholm Education Trust and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Caroline Chisholm Education Trust's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Caroline Chisholm Education Trust's funding agreement with the Secretary of State for Education dated 1 August 2011 and the Academies Financial Handbook, extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance, and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2019 to 2020. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 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 trust's income and expenditure.

# CAROLINE CHISHOLM EDUCATION TRUST

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO CAROLINE CHISHOLM EDUCATION TRUST AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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The work undertaken to draw to our conclusion includes:

- Reviewing minutes of meetings, management accounts and made enquiries of management;
- Performing sample testing of expenditure ensuring items are for the Academy's purposes and are appropriately authorised;
- Sample testing on credit card expenditure, review for any indication of purchase for personal use by staff, Principal or Trustees;
- Reviewing the procedures for identifying and declaring related parties and other business interests;
- Scrutinising journals, and other adjustments posted during the year for evidence of unusual entries and made further enquiries into any such items where relevant;
- Taking a selection of nominal ledger accounts for evidence of unusual entries and made further enquiries into any such items where relevant;
- Performing an evaluation of the general control environment of the Academy;
- Reviewing nominal ledger accounts for any large or unusual entries and obtaining supporting documentation.

### Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 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.

Moore

**Reporting Accountant**



Rutland House  
Minerva Business Park  
Lynch Wood  
Peterborough  
PE2 6PZ

Dated: 8.12.20

# CAROLINE CHISHOLM EDUCATION TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	Unrestricted funds £	Restricted funds: General £ Fixed asset £	Total 2020 £	Total 2019 £
<b>Income and endowments from:</b>					
Donations and capital grants	4	-	17,200	-	17,200
Charitable activities:					
- Funding for educational operations	5	-	10,609,721	-	10,609,721
Other trading activities	6	5,232	294,104	-	299,336
Investments	7	8,075	-	-	8,075
Insurance income	13	-	58,316	-	58,316
<b>Total</b>		13,307	10,979,341	-	10,992,648
<b>Expenditure on:</b>					
Raising funds	8	-	164,805	-	164,805
Charitable activities:					
- Educational operations	9	730	11,445,382	757,831	12,203,943
<b>Total</b>	8	730	11,610,187	757,831	12,368,748
<b>Net income/(expenditure)</b>		12,577	(630,846)	(757,831)	(1,376,100)
Transfers between funds	19	-	(213,929)	213,929	-
<b>Other recognised gains/(losses)</b>					
Actuarial gains/(losses) on defined benefit pension schemes	21	-	287,000	-	287,000
<b>Net movement in funds</b>		12,577	(557,775)	(543,902)	(1,089,100)
<b>Reconciliation of funds</b>					
Total funds brought forward		51,908	(584,747)	30,077,566	29,544,727
Total funds carried forward		64,485	(1,142,522)	29,533,664	28,455,627

# CAROLINE CHISHOLM EDUCATION TRUST

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

Comparative year information		Unrestricted	Restricted funds:		Total
Year ended 31 August 2019		funds	General	Fixed asset	2019
Notes		£	£	£	£
<b>Income and endowments from:</b>					
Donations and capital grants	4	-	16,225	-	16,225
Charitable activities:					
- Funding for educational operations	5	-	9,138,138	-	9,138,138
Other trading activities	6	2,525	289,602	-	292,127
Investments	7	3,040	-	-	3,040
Insurance income	13	-	853,870	-	853,870
<b>Total</b>		5,565	10,297,835	-	10,303,400
<b>Expenditure on:</b>					
Raising funds	8	-	157,137	-	157,137
Charitable activities:					
- Educational operations	9	71	9,473,652	735,453	10,209,176
<b>Total</b>		71	9,630,789	735,453	10,366,313
<b>Net income/(expenditure)</b>		5,494	667,046	(735,453)	(62,913)
Transfers between funds	19	-	(194,470)	194,470	-
<b>Other recognised gains/(losses)</b>					
Actuarial losses on defined benefit pension schemes	21	-	(1,255,000)	-	(1,255,000)
<b>Net movement in funds</b>		5,494	(782,424)	(540,983)	(1,317,913)
<b>Reconciliation of funds</b>					
Total funds brought forward		46,414	197,677	30,618,549	30,862,640
Total funds carried forward		51,908	(584,747)	30,077,566	29,544,727

# CAROLINE CHISHOLM EDUCATION TRUST

## BALANCE SHEET

AS AT 31 AUGUST 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	15	29,533,664		30,077,566	
<b>Current assets</b>					
Debtors	16	247,169		170,288	
Cash at bank and in hand		2,370,347		2,595,043	
		2,617,516		2,765,331	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	17	(673,553)		(461,170)	
<b>Net current assets</b>		1,943,963		2,304,161	
<b>Net assets excluding pension liability</b>		31,477,627		32,381,727	
Defined benefit pension scheme liability	21	(3,022,000)		(2,837,000)	
<b>Total net assets</b>		28,455,627		29,544,727	
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	19				
- Fixed asset funds		29,533,664		30,077,566	
- Restricted income funds		1,879,478		2,252,253	
- Pension reserve		(3,022,000)		(2,837,000)	
<b>Total restricted funds</b>		28,391,142		29,492,819	
<b>Unrestricted income funds</b>	19	64,485		51,908	
<b>Total funds</b>		28,455,627		29,544,727	

The accounts on pages 26 to 48 were approved by the trustees and authorised for issue on 02 December 2020 and are signed on their behalf by:

  
Mr D James  
Principal

  
Mrs L Samways  
Chair of Trustees

Company Number 07638756

# CAROLINE CHISHOLM EDUCATION TRUST

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	2020 £	£	2019 £	£
<b>Cash flows from operating activities</b>					
Net cash (used in)/provided by operating activities	23		(18,841)		1,124,151
<b>Cash flows from investing activities</b>					
Dividends, interest and rents from investments		8,075		3,040	
Purchase of tangible fixed assets		(213,930)		(194,470)	
<b>Net cash used in investing activities</b>			(205,855)		(191,430)
<b>Net (decrease)/increase in cash and cash equivalents in the reporting period</b>			(224,696)		932,721
Cash and cash equivalents at beginning of the year			2,595,043		1,662,322
<b>Cash and cash equivalents at end of the year</b>			2,370,347		2,595,043

# CAROLINE CHISHOLM EDUCATION TRUST

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

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### 1 Accounting policies

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

#### 1.1 Basis of preparation

The accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (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 trust 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 accounts and have concluded that the academy trust has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

The trustees have considered the potential impact of the coronavirus, and the various measures taken to contain it, on the operations of the academy trust. No immediate concerns in relation to the academy trust's long term future have been identified but this area continues to be monitored. The trustees are satisfied that the steps they have taken in the short term are appropriate and effective.

#### 1.3 Income

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

##### Grants

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

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

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

##### Sponsorship income

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the statement of financial activities in the period in which it is receivable (where there are no performance-related conditions), where the receipt is probable and it can be measured reliably.



# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

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### 1 Accounting policies

(Continued)

#### 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 period it is receivable and to the extent the academy trust has provided the goods or services.

#### Donated goods, facilities and services

Goods donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. If it is practical to assess the fair value at receipt, it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impractical to fair value the items due to the volume of low value items they are not recognised in the accounts until they are sold. This income is recognised within 'Income from other trading activities'.

#### Donated fixed assets

Donated fixed assets are measured at fair value unless it is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the academy trust's accounting policies.

#### 16-19 Bursary Fund Income

The academy trust operates acts as an agent in distributing 16-19 bursary funds from ESFA. Payments received from ESFA and subsequent disbursements to students are excluded from the statement of financial activities as the academy trust does not have control over the charitable application of the funds. The academy trust can use up to 5% of the allocation towards its own administration costs and this is recognised in the statement of financial activities. The funds received and paid and any balances are held are disclosed in note 22.

### 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 are allocated on the portion of the asset's use.

All resources expended are inclusive of irrecoverable VAT.

#### Expenditure on raising funds

This includes all expenditure incurred by the academy trust 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 trust's educational operations, including support costs and costs relating to the governance of the academy trust apportioned to charitable activities.

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 1 Accounting policies

(Continued)

#### 1.5 Tangible fixed assets and depreciation

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 that require 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, at rates calculated to write off the cost of each asset on a straight-line/reducing balance basis over its expected useful life, as follows:

Leasehold Land and buildings	2% straight line (Buildings)/0.8% straight line (Leasehold land)
Computer equipment	10%/20%/33% straight line
Fixtures, fittings & equipment	10% straight line
Motor vehicles	25% straight line

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.

#### 1.6 Liabilities

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

#### 1.7 Leased assets

Rentals payable under operating leases are charged against income on a straight-line basis over the period of the lease.

#### 1.8 Financial instruments

The academy trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the academy trust and their measurement basis are as follows.

##### Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

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

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

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### 1 Accounting policies

(Continued)

#### Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. 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.

#### 1.9 Taxation

The academy trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the academy trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 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.

#### 1.10 Pensions benefits

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes and the assets are held separately from those of the academy trust.

The TPS is an unfunded scheme and contributions are calculated to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary based on quadrennial valuations using a prospective unit credit method. The 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 are 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 trust 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 net income or expenditure are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the statement of financial activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses. Actuarial gains and losses are recognised immediately in other recognised gains and losses.

#### 1.11 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by 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 Education and Skills Funding Agency.

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

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#### 2 Critical accounting estimates and areas of judgement

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

##### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 21, 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.

##### Critical areas of judgement

The trust occupies buildings under PFI agreements with the local authority and has applied judgement in determining that these buildings should be capitalised on the balance sheet. The academy trust does not believe that there are any other additional critical areas where judgement is used.

#### 3 General Annual Grant (GAG)

Under the funding agreement with the Secretary of State, the academy trust 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 trust has not exceeded these limits during the year ended 31 August 2020.

#### 4 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Other donations	-	17,200	17,200	16,225

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 5 Funding for the academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	8,375,389	8,375,389	8,485,098
PFI DSG Grant	-	1,243,727	1,243,727	-
Other DfE group grants	-	847,214	847,214	525,818
	-	10,466,330	10,466,330	9,010,916
<b>Other government grants</b>				
Local authority grants	-	143,391	143,391	127,222
<b>Total funding</b>	-	10,609,721	10,609,721	9,138,138

### 6 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Lettings	5,232	-	5,232	2,525
Music, books and exam recharges	-	231,629	231,629	160,230
Other income	-	62,475	62,475	129,372
	5,232	294,104	299,336	292,127

### 7 Investment income

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Other investment income	8,075	-	8,075	3,040

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 8 Expenditure

	Staff costs £	Non-pay expenditure Premises £	Other £	Total 2020 £	Total 2019 £
Expenditure on raising funds					
- Direct costs	-	-	164,805	164,805	157,137
Academy's educational operations					
- Direct costs	7,205,330	-	760,086	7,965,416	7,468,621
- Allocated support costs	1,151,029	1,023,133	2,064,365	4,238,527	2,740,555
	<u>8,356,359</u>	<u>1,023,133</u>	<u>2,989,256</u>	<u>12,368,748</u>	<u>10,366,313</u>

#### Net income/(expenditure) for the year includes:

	2020 £	2019 £
Fees payable to auditor for:		
- Audit	9,250	9,250
- Other services	1,825	2,750
Operating lease rentals	726,503	704,518
Depreciation of tangible fixed assets	755,497	733,354
Amortisation of intangible fixed assets	-	67
Loss on disposal of fixed assets	2,334	2,032
Net interest on defined benefit pension liability	58,000	40,000

### 9 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>Direct costs</b>				
Educational operations	-	7,965,416	7,965,416	7,468,621
<b>Support costs</b>				
Educational operations	730	4,237,797	4,238,527	2,740,555
	<u>730</u>	<u>12,203,213</u>	<u>12,203,943</u>	<u>10,209,176</u>

	2020 £	2019 £
<b>Analysis of support costs</b>		
Support staff costs	1,151,029	890,593
Depreciation and amortisation	757,831	735,453
Premises costs	265,302	291,706
Legal costs	1,915	4,230
Other support costs	861,882	733,422
Repayment of DSG Grant to PFI	1,077,910	-
Governance costs	122,658	85,151
	<u>4,238,527</u>	<u>2,740,555</u>

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2020

### 10 Staff

#### Staff costs

Staff costs during the year were:

	2020 £	2019 £
Wages and salaries	6,442,482	6,097,845
Pension costs	1,702,618	1,158,985
Staff costs - employees	8,145,100	7,256,830
Agency staff costs	211,259	192,963
Total staff expenditure	8,356,359	7,449,793

#### Non statutory/non-contractual staff severance payments

Included in staff costs are non-statutory/non-contractual severance payments totalling £1,000 (2019: £nil). This was made up of one individual payment.

#### Staff numbers

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

	2020 Number	2019 Number
Teachers	112	116
Administration and support	113	108
Management	11	11
	236	235

#### Higher paid staff

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

	2020 Number	2019 Number
£60,001 - £70,000	-	1
£70,001 - £80,000	3	2
£100,001 - £110,000	-	1
£110,001 - £120,000	1	-

#### Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £1,043,769 (2019: £908,411 ).

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 11 Trustees' remuneration and expenses

One or more of the trustees has been paid remuneration or has received other benefits from an employment with the academy trust. 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, and not in respect of their services as trustees.

The value of trustees' remuneration and other benefits was as follows:

		2020 £	2019 £
D James	Remuneration	110,000-115,000	105,000-110,000
(Principal and staff trustee throughout)	Pension contributions paid	20,000-25,000	15,000-20,000

### 12 Insurance for trustees and officers

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business, and provides cover up to £10,000,000. It is not possible to quantify the trustees and officers indemnity element from the overall cost of the RPA scheme membership.

### 13 Insurance income

During the 2018 year, the school suffered a significant flood that rendered 39 classrooms and teaching spaces unable to be used; insurance relating to this was substantially received in 2019, with a small balance remaining outstanding at the 2019 year end. £9,290 negative income, included within Insurance Income, relates to the over accrual of flood insurance income in the prior year.

Due to the impact of Covid-19 throughout the year, a significant number of school trips were cancelled. £67,606 relates to insurance income received in relation to the cancelled trips.

### 14 Intangible fixed assets

	Computer software £
<b>Cost</b>	
At 1 September 2019 and at 31 August 2020	15,015
<b>Amortisation</b>	
At 1 September 2019 and at 31 August 2020	15,015
<b>Carrying amount</b>	
At 31 August 2020	-
At 31 August 2019	-



# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 15 Tangible fixed assets

	Leasehold Land and buildings	Computer equipment	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 September 2019	35,073,206	401,688	217,132	5,250	35,697,276
Additions	-	174,233	39,697	-	213,930
Disposals	-	(80,075)	-	(5,250)	(85,325)
At 31 August 2020	35,073,206	495,846	256,829	-	35,825,881
<b>Depreciation</b>					
At 1 September 2019	5,315,050	238,654	60,756	5,250	5,619,710
On disposals	-	(77,741)	-	(5,250)	(82,991)
Charge for the year	658,330	74,535	22,633	-	755,498
At 31 August 2020	5,973,380	235,448	83,389	-	6,292,217
<b>Net book value</b>					
At 31 August 2020	29,099,826	260,398	173,440	-	29,533,664
At 31 August 2019	29,758,156	163,034	156,376	-	30,077,566

### 16 Debtors

	2020 £	2019 £
Trade debtors	24,098	20,947
Other debtors	74,593	34,059
Prepayments and accrued income	148,478	115,282
	247,169	170,288

### 17 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	292,745	136,000
Accruals and deferred income	380,808	325,170
	673,553	461,170

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 18 Deferred income

	2020 £	2019 £
Deferred income is included within:		
Creditors due within one year	50,530	119,538
Deferred income at 1 September 2019	119,538	125,492
Released from previous years	(119,538)	(125,492)
Resources deferred in the year	50,530	119,538
<b>Deferred income at 31 August 2020</b>	<b>50,530</b>	<b>119,538</b>

### 19 Funds

	Balance at 1 September 2019 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2020 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	583,113	9,619,116	(9,599,258)	(173,414)	429,557
Other DfE / ESFA grants	31,149	847,214	(828,658)	(18,114)	31,591
Other government grants	774,508	143,391	(141,857)	-	776,042
Other restricted funds	863,483	369,620	(568,414)	(22,401)	642,288
Pension reserve	(2,837,000)	-	(472,000)	287,000	(3,022,000)
	(584,747)	10,979,341	(11,610,187)	73,071	(1,142,522)
<b>Restricted fixed asset funds</b>					
Inherited on conversion	29,426,766	-	(658,330)	-	28,768,436
Capital expenditure from GAG	650,800	-	(99,501)	213,929	765,228
	30,077,566	-	(757,831)	213,929	29,533,664
<b>Total restricted funds</b>	<b>29,492,819</b>	<b>10,979,341</b>	<b>(12,368,018)</b>	<b>287,000</b>	<b>28,391,142</b>
<b>Unrestricted funds</b>					
General funds	51,908	13,307	(730)	-	64,485
<b>Total funds</b>	<b>29,544,727</b>	<b>10,992,648</b>	<b>(12,368,748)</b>	<b>287,000</b>	<b>28,455,627</b>

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### 19 Funds

(Continued)

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

The General Annual Grant has been provided by the DfE in order to fund the normal running costs of the Academy.

Other grants include further grants provided by the DfE and local authorities; these are included in restricted general funds and are used for educational purposes in line with the Academy's objectives and funding agreement with the ESFA.

Other restricted funds include income and expenditure in relation to school trips as well as insurance monies received following the severe flooding of the school in the year; the fund balance at the year end will be utilised against the costs of ongoing operations and repairs.

Restricted Fixed Asset Funds are reserved against future depreciation charges and capital additions to enhance the Academy's facilities.

The transfers to the Restricted Fixed Asset Fund represents fixed asset additions funded by general restricted funds.

The Restricted Pension reserve represents the deficit on the Academy's share of the Local Government pension scheme as at the year end.

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 19 Funds

(Continued)

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

	Balance at 1 September 2018 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2019 £
<b>Restricted general funds</b>					
General Annual Grant (GAG)	399,347	8,485,098	(8,291,962)	(9,370)	583,113
Other DfE / ESFA grants	6,920	525,818	(426,478)	(75,111)	31,149
Other government grants	770,793	127,222	(121,667)	(1,840)	774,508
Other restricted funds	309,617	1,159,697	(497,682)	(108,149)	863,483
Pension reserve	(1,289,000)	-	(293,000)	(1,255,000)	(2,837,000)
	<u>197,677</u>	<u>10,297,835</u>	<u>(9,630,789)</u>	<u>(1,449,470)</u>	<u>(584,747)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	30,085,096	-	(658,330)	-	29,426,766
Capital expenditure from GAG	533,453	-	(77,123)	194,470	650,800
	<u>30,618,549</u>	<u>-</u>	<u>(735,453)</u>	<u>194,470</u>	<u>30,077,566</u>
<b>Total restricted funds</b>	<u>30,816,226</u>	<u>10,297,835</u>	<u>(10,366,242)</u>	<u>(1,255,000)</u>	<u>29,492,819</u>
<b>Unrestricted funds</b>					
General funds	<u>46,414</u>	<u>5,565</u>	<u>(71)</u>	<u>-</u>	<u>51,908</u>
<b>Total funds</b>	<u>30,862,640</u>	<u>10,303,400</u>	<u>(10,366,313)</u>	<u>(1,255,000)</u>	<u>29,544,727</u>

### 20 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2020 are represented by:</b>				
Tangible fixed assets	-	-	29,533,664	29,533,664
Current assets	64,485	2,553,031	-	2,617,516
Creditors falling due within one year	-	(673,553)	-	(673,553)
Defined benefit pension liability	-	(3,022,000)	-	(3,022,000)
<b>Total net assets</b>	<u>64,485</u>	<u>(1,142,522)</u>	<u>29,533,664</u>	<u>28,455,627</u>

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 20 Analysis of net assets between funds

(Continued)

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
<b>Fund balances at 31 August 2019 are represented by:</b>				
Tangible fixed assets	-	-	30,077,566	30,077,566
Current assets	51,908	2,713,423	-	2,765,331
Creditors falling due within one year	-	(461,170)	-	(461,170)
Defined benefit pension liability	-	(2,837,000)	-	(2,837,000)
<b>Total net assets</b>	<b>51,908</b>	<b>(584,747)</b>	<b>30,077,566</b>	<b>29,544,727</b>

### 21 Pension and similar obligations

The academy trust'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 Northamptonshire County Council. Both are multi-employer defined benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2016, and that of the LGPS related to the period ended 31 March 2016.

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

#### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for 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.

##### Valuation of the Teachers' Pension Scheme

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

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

#### 21 Pension and similar obligations

(Continued)

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% employer administration charge)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £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. The 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 the TPS in the period amounted to £1,062,618 (2019: £705,775).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

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

#### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 16.8% for employers and 5.5 to 12.5% for employees.

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

Total contributions made	2020 £	2019 £
Employer's contributions	235,000	199,000
Employees' contributions	77,000	71,000
Total contributions	312,000	270,000
Principal actuarial assumptions	2020 %	2019 %
Rate of increase in salaries	2.7	2.6
Rate of increase for pensions in payment/inflation	2.2	2.3
Discount rate for scheme liabilities	1.7	1.9

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2020

### 21 Pension and similar obligations

(Continued)

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

	2020 Years	2019 Years
Retiring today		
- Males	21.5	21.2
- Females	23.7	23.3
Retiring in 20 years		
- Males	22.3	22.3
- Females	25.1	24.7

Scheme liabilities would have been affected by changes in assumptions as follows:

The academy trust's share of the assets in the scheme	2020 Fair value £	2019 Fair value £
Equities	3,472,000	3,341,000
Bonds	805,000	789,000
Property	604,000	418,000
Other assets	151,000	92,000
Total market value of assets	5,032,000	4,640,000

The actual return on scheme assets was £98,000 (2019: £212,000).

Amount recognised in the Statement of Financial Activities	2020 £	2019 £
Current service cost	405,000	231,000
Past service cost	9,000	22,000
Interest cost	58,000	40,000
Total operating charge	472,000	293,000

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2020

### 21 Pension and similar obligations

(Continued)

Changes in the present value of defined benefit obligations	2020 £
At 1 September 2019	7,477,000
Current service cost	640,000
Interest cost	149,000
Employee contributions	77,000
Actuarial (gain)/loss	(280,000)
Benefits paid	(18,000)
Past service cost	9,000
At 31 August 2020	8,054,000

### Changes in the fair value of the academy trust's share of scheme assets

	2020 £
At 1 September 2019	4,640,000
Interest income	91,000
Actuarial gain	7,000
Employer contributions	235,000
Employee contributions	77,000
Benefits paid	(18,000)
At 31 August 2020	5,032,000

### 22 Agency Arrangements

The academy trust distributes 16-19 bursary funds to students as an agent for ESFA. In the accounting period ending 31 August 2020 the academy trust received £nil and disbursed £nil from the fund. An amount of £nil is included in other creditors relating to undistributed funds that is repayable to ESFA. Comparatives for the accounting period ending 31 August 2019 are £17,296 received, £nil included in other creditors.



# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2020

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

	2020 £	2019 £
Net expenditure for the reporting period (as per the statement of financial activities)	(1,376,100)	(62,913)
Adjusted for:		
Investment income receivable	(8,075)	(3,040)
Defined benefit pension costs less contributions payable	414,000	253,000
Defined benefit pension scheme finance cost	58,000	40,000
Depreciation of tangible fixed assets	755,497	733,354
Amortisation of intangible fixed assets	-	67
Loss on disposal of fixed assets	2,334	2,032
(Increase)/decrease in debtors	(76,880)	248,540
Increase/(decrease) in creditors	212,383	(86,889)
<b>Net cash (used in)/provided by operating activities</b>	<b>(18,841)</b>	<b>1,124,151</b>

### 24 Analysis of changes in net funds

	1 September 2019 £	Cash flows £	31 August 2020 £
Cash	2,595,043	(224,696)	2,370,347

### 25 Commitments under operating leases

At 31 August 2020 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2020 £	2019 £
Amounts due within one year	679,952	661,347
Amounts due in two and five years	2,719,808	2,645,388
Amounts due after five years	2,719,808	3,306,734
	<b>6,119,568</b>	<b>6,613,469</b>

### 26 Capital commitments

	2020 £	2019 £
Expenditure contracted for but not provided in the accounts	258,286	-

# CAROLINE CHISHOLM EDUCATION TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2020**

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### **27 Related party transactions**

Owing to the nature of the academy trust 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 AFH, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the academy trust's financial regulations and normal procurement procedures relating to connected and related party transactions. The following related party transactions took place in the financial period.

No related party transactions took place during the year other than certain trustees' remuneration already disclosed in note 11.

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

### **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 or she is a member, or within one year after he or she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a member.