

The Burgate School and Sixth Form  
(A Company Limited by Guarantee)  
Annual Report and Financial Statements  
Year ended 31 August 2022

Company Registration Number:  
07596997 (England and Wales)

# The Burgate School and Sixth Form

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# The Burgate School and Sixth Form

## Reference and Administrative Details

Members:

Mrs H Arnold (appointed 18 October 2021)  
Ms A Born (resigned 21 July 2022)  
Miss C Connolly (Staff Trustee)  
Mrs W Gregoire  
Mrs J Hair  
Mrs S Hughes (resigned 21 July 2022)  
Mr M Hughes  
Mr D Millar (Chair of Trustees)  
Mr J Mowbray (appointed 12 January 2022)  
Mr I Newman  
Mr D Pover (Headteacher)  
Mr J Radcliffe (appointed 6 January 2022)  
(resigned 13 September 2022)  
Mrs A Richardson (Parent Trustee  
elected 16 September 2022)  
Mr R Townsend (appointed 24 January 2022)  
Dr R Wagland (Parent Trustee)  
Mr John Whitmell (appointed 13 September 2022)

Trustees: All members are trustees

Company Secretary

Miss S Hewett (resigned 31 August 2022)  
Mrs L Williamson (appointed 1 September 2022)

Senior Management Team:

Headteacher	Mr D Pover (note 1)
Deputy Headteacher	Mrs K Gibson
Deputy Headteacher	Mrs H Shering (note 1)
Deputy Headteacher	Mr B Clemson
Assistant Headteacher	Mrs V Becher
Assistant Headteacher	Mr R Hollowbread
Business Manager	Mrs F Wilcox

Note 1: For the Summer Term 2021/22 the Headteacher took a working sabbatical. One of the Deputy Headteachers stepped up to the role of Acting Headteacher for this period.

# The Burgate School and Sixth Form

## Reference and Administrative Details

Company Name	The Burgate School and Sixth Form
Principal and Registered Office	Salisbury Road Fordingbridge Hampshire SP6 1EZ
Company Registration Number	07596697 (England and Wales)
Independent Auditor	Hopper Williams & Bell Limited Statutory Auditor Highland House Mayflower Close Chandlers Ford Eastleigh Hampshire SO53 4AR
Bankers	Lloyds Bank Plc PO Box 1000 BX1 1LT
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ

# The Burgate School and Sixth Form

## Trustees' Report

The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the year ended 31 August 2022. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The company was incorporated on 8 April 2011 and opened as an Academy on 1 May 2011.

The trust operates an academy for students aged 11 to 18 serving a catchment area in North-West Hampshire, South Wiltshire, and East Dorset. It has a student capacity of 1093 and had a roll of 1073 in the school census October 2021.

### 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 is known as The Burgate School and Sixth Form.

The trustees of The Burgate School and Sixth Form 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 one.

#### 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 school has taken out appropriate indemnity insurance to protect the trustees' interests.

#### Method of Recruitment and Appointment or Election of Trustees

The number of trustees shall be not less than three but shall not be subject to any maximum. Trustees may appoint up to nine trustees and will look for a range of skills and experience that will benefit the school, particularly in areas such as education, business, finance, and accounting. The staff trustees, of which there can be up to two, will be elected by staff members of the academy. The board of trustees has agreed to have one staff trustee on its board to ensure the voice of the staff body is heard. Any election of staff trustees that is contested is held by a secret ballot of the staff of the academy. Staff trustees must resign if they cease to be employed by the school. A minimum of two parent trustees must be appointed. When parent trustee vacancies occur, parents are advised by letter. Any election of parent trustees which is contested is held by a secret ballot of all parents. In appointing a parent trustee, the Governing Body shall ensure the person is a parent of a student registered at the academy. The headteacher is treated for all purposes as being an ex-officio trustee. The trustees may also appoint up to three co-opted trustees on to the board of trustees.

# The Burgate School and Sixth Form

## Trustees' Report

### Method of Recruitment and Appointment or Election of Trustees (continued)

The term of office of any trustee except the headteacher is four years. Subject to remaining eligible to be a particular type of trustee, any trustee may be re-appointed or re-elected. According to the academy's Articles, the Secretary of State may appoint additional trustees if he/she thinks fit.

As it stands, all trustees are members as permitted in our Articles of Association. However, following the removal of the exemption that members can be employees of the trust, if permitted in their Articles of Association, the trust began arrangements to move across to the most recent model articles released in 2016, to ensure its structure was in line with requirements. Towards the end of this process, whilst in negotiation with the Department for Education (DfE) for the sign-off to the 2016 model, it was announced that DfE was releasing an updated model set of Articles of Association. Following discussion, the board agreed it was pragmatic to move to these new articles, notwithstanding that it was part-way through the process of moving across to the now older 2016 document. The board instructed their legal advisors as such and the process to move across to the 2021 model set of Articles of Association began. It is expected that the trust will adopt these new Articles in the Autumn/Spring Term 2022/2023.

### Policies and Procedures Adopted for the Induction and Training of Trustees

All new trustees meet with the Headteacher, the Chair, the Vice Chair and the Clerk to Trustees as part of their induction programme and are invited by the headteacher to visit and have a tour of the school. Each trustee is given an extensive number of key documents they will need to undertake their role as trustee, such as: a copy of the "Welcome to Governance" publication produced by the National Governors' Association (NGA); the DfE's Governors' Handbook as well as access to policies, procedures, minutes, accounts, and budgets, together with information and advice they need about their roles and responsibilities and what is expected of them in the role. New trustees are told whom they should contact if they have any questions or concerns and are allocated a mentor from one of the existing trustees to provide ongoing support. All trustees become members of the NGA giving them access to the NGA website and to the NGA Learning Link offering e-learning to help them develop their governance skills and knowledge.

A skills audit is undertaken to assess training needs and all trustees are invited to seek additional and appropriate training with specialist training sought for trustees with specific links to special educational needs, safeguarding and child protection.

All trustees undertake annual online training in health & safety at work, safeguarding, fire awareness and Prevent training. A trustees' workshop is held each year to ensure that trustees are kept up to date and are made aware of any changes and developments. This year's workshop covered the topic of Multi-Academy Trusts.

# The Burgate School and Sixth Form

## Trustees' Report

### Organisational Structure

The members meet at least once a year to hold an AGM and may hold other general meetings if necessary. The AGM is normally held after the Full Board has met in the Autumn Term.

The full board of trustees meets six times a year (once each half term). Additional meetings may be held outside the normal timetable of meetings if requisitioned or if there are matters demanding urgent consideration. These meetings allow trustees to oversee the strategic development of the school and provides a forum for discussion on issues such as the strategy of the school, school vision and long-term strategic planning. It is also where the statutory business of the board is carried out.

Much of the trustees' work is delegated to sub-committees on which the headteacher also sits. Each of these committees operates to terms of reference and a scheme of delegation that has been agreed by the board of trustees and is reviewed annually. The sub-committees meet to give detailed consideration to issues, take decisions within their delegated responsibilities and report back to the board of trustees. Members of the senior leadership team also attend full board and committee meetings as appropriate according to their areas of expertise and responsibility. All trustees are welcome to attend any committee meeting, even if they are not a member of a particular committee, in a non-voting capacity.

The committee structure of the board of trustees is as follows:

The Education Committee meets six times during an academic year to monitor academic performance and student progress and oversees curriculum matters, assessment procedures and pastoral issues including safeguarding. It also considers all matters relating to admissions and reviews admission arrangements, advising the full board of any changes that need to be made to ensure the school is compliant.

The Resources, Audit and Risk Committee meets six times during an academic year to ensure sound management and deployment of the academy's finances and resources, maintenance of the academy's land and premises, health and safety and oversees any matters relating to staffing, including staff welfare. The Audit and Risk section of the committee maintains an oversight of the trust's financial, governance, risk management and internal control systems by implementing internal scrutiny/audit arrangements that meet the requirements of the Academies Trust Handbook.

The Pay and Performance Management Committee meet to monitor the effectiveness of staff performance management and to annually determine salary progression for eligible staff (teaching and support) following performance management reviews.

The Community Partnerships Committee meets three times during an academic year to encourage positive links between the school and the local community and to oversee community use of the school's facilities. Nominated external representatives of New Forest District Council, Hampshire County Council and Fordingbridge Town Council are invited to attend.

# The Burgate School and Sixth Form

## Trustees' Report

### Organisational Structure (continued)

The Headteacher's Performance Management Committee meets at least twice during an academic year to agree annual performance targets with the headteacher and to monitor and review performance against these. An external advisor is appointed to support the trustees.

Additionally, there are committees which meet, as and when required, to deal with admission arrangements and trustees sit on panels as required for: student behaviour reviews, student exclusion, staff discipline, staff grievance, parentals complaints and appeals.

In addition to the above, the headteacher will regularly meet with the chair of trustees, vice chair of trustees and the chairs of both the Education and Resources, Audit and Risk committees to co-ordinate the work of the board of trustees and to set meeting agendas.

As part of their 'monitoring role', individual trustees are also appointed to the role of link trustee and are allocated to specific areas of school life, for example, health and safety, disadvantaged students, safeguarding, special educational needs, learning environment etc. In their role of link trustee, through pre-arranged visits that have a clear focus, trustees meet and talk with staff and report back to the headteacher. Any key issues are raised with the relevant committees and/or the full board. The link role enriches all trustees' understanding of their allocated areas and governance, assists with their forward planning, identification of priorities and target setting and contributes to informed decision making as well as enhancing staff/trustee relationships.

The board of trustees delegates the day-to-day management and operation of the school to the headteacher. To facilitate effective operations, the Headteacher, School Business Manager and Company Secretary have delegated authority within terms approved by the trustees for operational matters, including educational, finance and employment matters.

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

Authority for remuneration is delegated to the Pay and Performance Management Committee. This includes keeping the Pay Policy under review and general pay rates. The full board of trustees retains responsibility for endorsing any proposed changes to the school's pay policy. Any proposed changes to the pay policy are discussed with and communicated to the staff in writing by the Headteacher, to allow for consultation prior to a decision being taken by the board of Trustees.

- a) Trustees and Members. Trustees and members are not remunerated except that their travel and other expenses may be reimbursed.
- b) Leadership Team. The pay progression of the Leadership Team (LT) is assessed by the Pay and Performance Management Committee, which also reviews the pay of other staff in the school in accordance with the Pay Policy. The Pay and Performance Management Committee considers the performance reviews of the Leadership Team and other relevant recommendations and comments by the Headteacher.

# The Burgate School and Sixth Form

## Trustees' Report

Arrangements for setting pay and remuneration of key management personnel (continued)

- c) Headteacher. The pay progression of the Headteacher is assessed by the Pay and Performance Management Committee following a recommendation made by the Headteacher's Performance Management Committee. The Headteacher's Performance Management Committee consist of three trustees who perform the Headteacher's performance review with the advice and assistance of an External Advisor. The review takes note of the performance against objectives which are set at the start of the year and include success criteria. Committee members will also have met the Headteacher several times during the period.

The Trust does not employ any trade union officials and does not have a service agreement with the Local Authority although is aware a facility is available if required.

Trade union facility time

No employees were relevant union officials during the year and there was no facility time.

Related Parties and other Connected Charities and Organisations

The Burgate School and Sixth Form enjoys close links with its feeder schools and other local schools. The school intends to continue to develop these links during the coming year through collaboration that focusses on a common approach to school curriculum, school policies and systems for pupil transition.

The Headteacher attends meetings of the Western Hampshire Secondary Headteachers' group, the New Forest 14-19 Partnership Group and Hampshire SATs (Single Academy Trusts) Informal Network.

To further improve the well-established partnership and alliance of secondary schools across The New Forest the school is currently exploring the opportunities and benefits provided by more a formal arrangement of partnership including the possibility of forming a new Multi-Academy Trust with four other schools to serve the south-west of the New Forest. These five schools have a long history of collaboration and, noting the opportunities presented by the government's recent White Paper 'Opportunity for all: Strong schools with great teachers for your child', are looking at how they can build stronger provision for the children within their local communities.

The Burgate School and Sixth Form is a member of the Hampshire Safe alliance alongside twelve other schools and colleges across the New Forest. The aim of Hampshire Safe is to keep students safe from harm by educating and warning students about the dangers of drugs through initiatives and safeguarding advice throughout the year.

The school runs the local Community Partnership Committee and nominated external representatives of the New Forest District Council, Hampshire County Council and Fordingbridge Town Council are invited to attend. The school's outdoor and indoor facilities are let out during non-school hours and used by the wider community on a regular basis.

The Burgate School and Sixth Form is a member of Confederation of School Trusts (CST), the membership organisation for trusts at a regional and national level who support and represent more than half the academy sector in England.

# The Burgate School and Sixth Form

## Trustees' Report

### Objectives and Activities

#### Objects and Aims

The academy trust's object is specifically restricted to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum.

The Burgate School and Sixth Form is a fully inclusive comprehensive school and sixth form for boys and girls aged 11-18 which aims to maintain high academic standards and individual achievement within a caring and supportive environment. It seeks to encourage personal responsibility and fulfilment so that students attain their maximum potential within an engaging and friendly environment.

The vision of The Burgate School and Sixth Form is: 'We want every child to enjoy their learning and feel valued for who they are'. It encompasses the idea that every child matters for themselves and that we can inspire them by helping to provide a learning environment where they are happy. It is a statement that looks to the future and is something that everyone working in the school is aiming for by enshrining the school's vision and values in the day-to-day workings and activities of the school. The school is dynamic and works with the community to prepare its students for life-long learning and independence. This ethos pervades the whole school and sixth form and is embodied in the school's motto 'Learning for Life' summarising in three words what the school is about. It is rooted in our purpose 'to provide an excellent education for any child within the local community aged between 11 and 18', embodies the aspiration of our vision and captures the pragmatism of our mission which is 'to provide a broad curriculum and a creative approach to learning that inspires curiosity, builds collaboration, helps develop resilience and encourages flexibility of thought'.

Every student is different and finds their own way through school. However, there are certain shared values that underpin all aspect of Burgate school life. These are:

- Creativity
- Honesty
- Fairness
- Confidence
- Kindness
- Inclusivity
- Ambition
- Enthusiasm

We inspire these through our teaching, the standards we uphold, the encouragement we provide, the example we set, the school's environment and the Burgate's expectations: be safe, be respectful, be ready to learn.

# The Burgate School and Sixth Form

## Trustees' Report

### Objectives, Strategies and Activities

To meet its aims, The Burgate School and Sixth Form's objectives for the year ending 31 August 2022 have been to improve educational achievement whilst continuing to provide and/or ensure:

- a broad and balanced curriculum;
- a high quality education;
- value for money for the fund expended;
- an accessible sixth form provision for the local area, which includes Hampshire, Dorset and Wiltshire;
- pastoral support, guidance and counselling;
- that economic hardship does not impinge on a child's education; and
- a safe environment.

The indicators used to assess the performance of the school by the trustees are categorised into four main areas:

- Quality of Education
- Behaviour and Attitudes
- Personal Development
- Leadership & Management

The School Improvement Plan is important in the audit, self-evaluation and revision of the School's strategic planning and development cycle and the School Improvement Plan for the next academic year has been agreed with action plans defining targets and timescales.

A summary of the objectives, strategies and activities from the School Improvement Plan for the year ended 31 August 2022 is set out below.

### Objective One – Quality of Education

- Provide an appropriately rich curriculum that develops students' understanding, curiosity and enjoyment.
- The quality of teaching is of a consistently high standard across the school.
- Ensure educational gaps in all students' learning have been identified and addressed.

### Objective Two – Behaviour & Attitudes

- Reinforce The Burgate expectations across all aspects of school life.
- Actively encourage full attendance and positive engagement in school life.
- Create an environment where all students feel safe and respected.

### Objective Three – Personal Development

- Improve the participation of all students in wider curricular enrichment to enhance their cultural capital.
- Strengthen the character of our students, develop their empathy and encourage flexibility of thought.
- Develop student awareness of how they can lead increasingly positive and healthy lives.

# The Burgate School and Sixth Form

## Trustees' Report

Objectives, Strategies and Activities (continued)

Objective Four – Leadership & Management

- Align improvement plans, job descriptions and professional reviews to ensure clarity and consistency of purpose.
- Improve whole school engagement in the CPD programme to encourage innovation.
- Improve the school's interaction with parents and the wider community to enhance our whole school provision.

Public Benefit

In setting our objectives and planning our activities the Trustees have carefully considered the Charity Commission's general guidance on public benefit.

The school offers considerable public benefit through its role as a provider of education and the links it has developed within the local community.

During the year, community groups and individuals had use of the school's facilities such as the sports hall, drama studio, all weather pitch and other sports pitches.

The school works closely with local primary schools. Three taster days for Year 5 pupils were held to allow pupils to experience a secondary school environment and lessons. The school also held an Induction Day for Year 6 pupils alongside a Year 6 Headstart course run to build the confidence of pupils in Year 6 who will be joining the school in September and to ease their transition.

The school's Sports Coordinator and PE Department have worked with a wide number of primary schools to provide coaching and teaching organising several events during the year for primary aged children including a Tag-Rugby Festival, coaching workshops in netball and hockey, a coaching academy in summer sports such as cricket, tennis and rounders, cross-country races, and a multi-skills festival where pupils took part to develop key skills in a variety of different sports.

The school also regularly provides opportunities for various groups within our wider community although additional Covid safety measures meant we were unable to welcome our local senior citizens into the school for a traditional Christmas Community lunch. Instead, the school ensured these members of the local community were not forgotten by producing Christmas afternoon tea hampers for all those who would normally have attended.

A free school meals voucher scheme continued up to Easter 2022, and the school participated fully by acting as a facilitator for the distribution of vouchers from the scheme provider, Hampshire Community, to parents of eligible students.

# The Burgate School and Sixth Form

## Trustees' Report

### Strategic Report

#### Achievements and Performance

The school converted to an academy on 1 May 2011.

In the school census October 2021, there were 1073 (2020-2021: 1008) students on roll, including 252 (2020-2021: 213) in the sixth form. The number of students on roll continues to grow.

The students excelled at GCSE with 26.74% of all grades awarded 7-9. This was a significant improvement on the last time exams were sat in 2019 and in line with teacher assessed grades from last year. With 8% of grades reaching Grade 9, a new school record was set. In the key subjects of English and Maths 59.4% of students achieved a Grade 5 and over 80% achieved higher than a Grade 4 in both. In all subjects 68.56% of students achieved Grades 5-9. Our Progress 8 value added score was +0.02 which was above the national average and places The Burgate in the top 25% of schools nationally.

Measure	National Benchmark	School's Exam Results
Progress 8 standard	0	+0.02
Attainment 8	49.13	52.05
Basic standard (Grade 4+ in English and Maths)	69.5%	80.6%
Basic strong (Grade 5+ in English and Maths)	49.6%	59.4%
Percentage of students achieving a standard Ebacc	25.8%	36.1%
SEND Attainment	EHCP = 25.63 K = 35.27	EHCP = 36.33 K = 38.46

At A level the results continue to be consistently very good with the number of students achieving top grades at A\* improving on the teacher assessed grades given in 2021 and were much higher than when examinations were last sat in 2019. Similarly, results A\* to B were broadly in line with teacher assessed grades from the last two years and significantly higher than 2019. This means that the performance of Burgate students is above the national average once again and keeps the sixth form in the top 10% of 16-19 providers nationally. 65% of A level results were at A\*-B grades and over 83% at grades A\*-C, with practically all students gaining a place at their chosen university.

Measure	School's Exam Results
Average Point Score (APS)	38.69
Average Grade	B=
SENS APS	39.13
Disadvantaged APS	39.55

# The Burgate School and Sixth Form

## Trustees' Report

Achievements and Performance (continued)

Enrichment and extra-curricular

The school continued to rebuild its curriculum enrichment following the pandemic with a multitude of events and activities taking place beyond the classroom allowing students to embrace a wide variety of opportunities to extend their learning and increase their cultural capital.

The PE department ran numerous all-inclusive clubs in addition to school fixtures where respective teams celebrated many sporting achievements competing in netball, hockey, football, softball and rounders competitions as well as sailing days at Spinnaker lakes.

The Duke of Edinburgh scheme continued to go from strength to strength with the number of students participating increasing and students moving towards the Gold award for the first time.

Art and Design continued to thrive with a Year 7 Peace Poster competition, whole school Photography challenge and Arts Week as well as trips to exhibitions and galleries.

Music clubs such as choir, orchestra and small group bands were also back in full swing and the school's Drama club returned for students in Years 7 and 8.

In the sixth form, Amnesty International and Debating Matters continued to be popular with these clubs becoming very active in the main school as well. Sixth form students also found success in the Senior Maths Challenge where they achieved a record five Gold, five Silver and four Bronze awards.

Trips and visits also made a very welcome return; Year 7 went to Avon Tyrell for a team building exercise, students from across all year groups had the opportunity to experience theatre shows, there were residential trips to Madrid and Barcelona and Geography field trips with many other departments such as Sociology, Politics, Hospitality & Catering also organising trips and visits. Where external trips were not possible, the school welcomed visiting speakers or bought in speakers (virtually) making the most of digital platforms to enable contact.

In July Enrichment Week for Years 7 to 10 was held with staff offering an activity that went beyond the 'normal' curriculum. Days were dedicated to diversity, Shakespeare, art, sport, ICT with some students from Years 8/9 going on a residential trip to Spain. Throughout the same week, students in Year 12 were able to participate in days dedicated to life skills, futures and wellbeing.

A new initiative called 'Future Thursdays' was introduced to engage students with issues related to the environment and to specifically show them how in small, easy achievable ways, they can make a difference. The purpose of the initiative is to enable students but also to counter eco-anxiety. One focus has been climate change with several sessions held that linked directly with COP26, culminating in students joining in with the "World's Biggest Lesson" directly from COP26 that thousands of schools across the country also participated in. This initiative has also been the springboard for launching Burgate Zero-Carbon 2025 where students have been encouraged to make small changes in their habits to reduce their carbon footprint.

# The Burgate School and Sixth Form

## Trustees' Report

### Achievements and Performance (continued)

Careers advice and guidance remains a focus across the whole school and sixth form with the careers programme continuing to grow with many departments offering career enriching opportunities from external visits to work placements and post 16/18 settings to in-school guest speakers. The school has continued to build on its excellent links and networking across New Forest schools and with Solent LEP. First-hand work experience opportunities were set up for Year 10 with this year group also experiencing their first "College Day" at either our Sixth Form or at Bournemouth and Poole College to investigate vocational courses. The school also held its first open-air careers fair which was attended by over 40 exhibitors with every student invited to explore their future aspirations.

### Key Performance Indicators

The main financial performance indicator is the level of reserves at the Balance Sheet date:

	2022	2021
	£	£
Restricted Fixed Asset Fund	15,230,964	15,410,359
Restricted General Funds	490,762	418,585
Unrestricted Fund	116,050	96,595
Pension Deficit	(302,000)	(1,897,000)
	<u>15,535,776</u>	<u>14,028,539</u>

As funding is based on pupil numbers this is also a key performance indicator. Pupil numbers for October Census 2021 are 1073, an increase of 6.3% over the October Census 2020. The number on roll is expected to continue to increase in future years due to local housing developments and the school's improved Ofsted rating in its most recent inspection in May 2019. Due to increased demand during the main round of admissions for Year 7 places for 2020/21 and 2021/22 trustees agreed to go over the planned admission number of 160 for the Year 7 cohort, allowing a seven-form entry thereby accepting all pupils whose parents had put the school down as their first choice. Following a consultation period, trustees agreed to raise the school's PAN from 160 to 190 for Year 7 intake from 2022 onwards.

	2022	2021
	£	£
Pupil to teacher ratio	17.87:1	16.8:1
Teaching to non-teaching staff ratio	1.65:1	1.59:1
Student attendance %	94.91%	94.93%
Total income per pupil	5,781	5,659
Total grant income per pupil	5,309	5,421
Staff costs per pupil	4,542	4,697
Total costs per pupil	5,619	5,452

# The Burgate School and Sixth Form

## Trustees' Report

### 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 might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. The academy has reserves of £606,812 (2021: £515,180). The Trustees have approved a balanced budget for 2022-2023 however going forward budgets show in-year deficits due to higher expenditure because of inflationary reasons. This will need to be mitigated through cost-saving exercises and use of monies carried forward.

Therefore, the academy trust has a reasonable expectation that they will have adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis of accounting in preparing the accounts.

### Financial Review

The Academy's financial position demonstrates total income of £6,233,296 (2021: £7,032,843), made up from activities for generating funds of £505,668 (2021: £239,602), investment income of £109 (2021: £91), incoming resources from Academy activities of £5,696,843 (2021: £5,469,924), with an overall revenue gain of £96,214 (2021: £160,005) (excluding restricted pension deficit and restricted fixed asset fund).

The school received three funding streams to help address learning gaps which may have been exacerbated by the partial school closures. The first of these is the Pupil Premium Fund (a fund for those students who have been on Free School Meals at any point in the last three years), the Recovery fund (a fund which can be used to contribute to the National Tutoring programme) and the School led Tutoring fund (a fund which can be used to pay existing staff to undertake tutoring or intervention).

The school is required to produce a three-year strategy statement which is published on the school's website. This strategy details where the Pupil Premium fund is being used to address challenges, the outcome which is desired and the external educational evidence which this is based upon. The school is also required to track the use of the School Led Tutoring fund to account for both the amount and the expected hours that it should cover. This is recorded in both the termly school census and the end of year EFSA financial report.

Measures for the use of the School Led Tutoring fund included Year 7 literacy, numeracy and science tutoring, MFL after school tutoring and Year 11 Maths and English intervention. This was further supported by the National Tutoring programme (an online tutoring programme) funded through the recovery fund.

A free school meals voucher scheme continued up to Easter 2022, and the school participated fully by acting as a facilitator for the distribution of vouchers from the scheme provider, Hampshire Community, to parents of eligible students.

# The Burgate School and Sixth Form

## Trustees' Report

### Financial Review (continued)

Following additional funding being made available by the DfE for the 2020/21 Condition Improvement Fund capital bids, the school's bid to replace and upgrade existing heating installation and pipework where it was life expired and not fit for purpose was subsequently approved. The project started in April 2021 and finished in October 2021. It was operationally incredibly challenging but with careful planning and good communication with the contractors, disruption to school life was minimal with most of the work being carried out during the summer holidays. The total project budget was £1,318,797.

The school was unfortunately unsuccessful in its Condition Improvement Fund capital bid in for the 2022-2023 round to replace the roof of the main school building to be replaced. The evidence of water ingress was not sufficient to show that the work urgently needed to be carried out. An updated bid is intended to be submitted in 2022/23.

The trustees agreed, following Secretary of State's consent to dispose of the land, to sell approximately 1.5 acres (0.6 hectares) of school land to local developers for inclusion within their local housing development. The land sold was not in current used and the school foresaw no future need for its use. The school will still have significantly more playing field area than is required for its size and the number of students it currently has on roll or can reasonably anticipate having. There is therefore no impact on the provision of the school's sports curriculum nor on the local community's use of the school playing fields for out-of-school-hours use. The transfer of land was completed in September 2022 with the school receiving £287,976 which is ring-fenced to be reinvested in a project to improve the school's internal sports provision. The land sold will be designated as alternative natural suitable green space, as negotiated with the developers.

The school successfully made an application to Wolfson Foundation and were awarded £68,500 towards the cost of the refurbishment and expansion of the media facilities. Work included refurbishment of the school's media suite, a canopy being installed outside the editing suite and equipment including Promethean screens and iMacs and projectors being installed. The completion of the project at the end of the summer term has already had a huge impact on teaching and learning in the new school year. The new facilities were unveiled at Creative Arts Evening and then used for numerous end-of-term events including Freshers Day, Taster Day and Activities Week. Since the launch of new courses in September, by far the biggest impact upon student experience has been the provision of iMACs for individual class members. Students are now able to actively engage in audio-visual based learning tasks that include digital video editing, web-design and image manipulation.

During the October half term, the school installed two electric charging units, an initiative which is part of the school's desire to reduce carbon emissions and become more eco-friendly. The total cost for this was £6,241. Towards the cost of the installation was a £2,000 grant from the New Forest National Park Authority and a £700 government grant.

# The Burgate School and Sixth Form

## Trustees' Report

### Financial Review (continued)

Solar Panels were installed on one of the sixth form buildings during August and commissioned at the beginning of September. Monthly spreadsheets will be produced so the school can track the performance of the panels which are supplying 27% of our total electricity demand at the rate of 13.5p/kWh. Our normal electric rate is 40.5p/kWh.

The school is working with community partners to try and realise a new artificial grass pitch, which the local community can use out of school hours. An application to the Football Foundation is underway. Additional discussions are ongoing concerning having a community changing facility with toilets added at a later date for use by the local community and school.

The school's finances as at the end of August 2022 look healthy and this reflects a lot of work and achievement. There is a more secure footing with increased per student funding, increased NOR (School moved to planned admission number (PAN) of 190 from 160 as of September 2022) and better teacher/pupil ratios.

The reserves will be utilised for continuous improvements, projects and for the repair and replacement of educational equipment and materials. Reserves will also be allocated to the repair, replacement and updating of the School's building, its plant equipment and contents. Some reserves may also need to be allocated to inflationary expenditure in future years.

A detailed capital development programme is prepared and reviewed regularly by trustees in order that reserves can be prioritised and spent according to the needs of the School. Some of the capital development projects completed in 2021/22 include: installing more canopies around the school to create more eating/sheltered areas for students; installation of additional CCTV cameras, Drama seating, Drama Studio refurbishment, purchase of a scissor lift, erection of fencing and new fire doors.

A condition survey of the school including building fabric and mechanical and electrical inspections was carried out in August 2022. A 10-year maintenance plan has been produced prioritising items of work dependent on condition or compliance to enable the school to profile their revenue expenditure.

The principal financial management policies adopted in the year are:

- conducting regular financial reviews of income and expenditure versus planned budgets at the Trustees' Resources, Audit & Risk Committee meetings;
- consideration as to whether the financial income demonstrates a robust and stable position enabling the provision of sufficient quality resources to fulfil the School's educational obligations.

Reserves carried forward at 31 August 2022 will be utilised as part of the medium and long term plans of the School to improve and update its educational resources, materials and equipment, and additionally provide a continuous improvement plan to maintain and repair the site and facilities.

# The Burgate School and Sixth Form

## Trustees' Report

### Reserves Policy

Trustees regularly review the finances, budgets and spend against budgets as part of the effective stewardship of the Academy.

As at 31 August 2022 the School had restricted and unrestricted general funds of £606,812 (2021: £515,180). It still recognises a significant pension fund deficit for the Local Government Pension Scheme of £302,000 (2021: £1,897,000).

The Academy aims to build on its reserves for a number of purposes, including funding current and future spending on fixed assets, financing the Academy's working capital and providing contingency against the risks and uncertainties in running an Academy. The Trustees' policy is to hold sufficient reserves to cover these requirements and to spend any surpluses generated by the School on improving its facilities.

### Investment Policy

The Academy aims to manage its cash balances to provide for the day-to-day working capital requirements of its operations, whilst protecting the real long-term value of any surplus cash balances against inflation. In addition, the Academy aims to invest surplus cash funds to optimise returns, but ensuring the investment instruments are such that there is no tangible risk to the loss of these cash funds. The Academy does not consider the investment of surplus funds as a primary activity, rather it is the result of good stewardship as and when circumstances allow.

### Purposes:

- To ensure adequate cash balances are maintained in the current account to cover day to day working capital balances.
- To ensure there is no tangible risk of loss in the capital value of any cash funds invested.
- To protect the capital value of any invested funds against inflation.
- To optimise returns on invested funds

# The Burgate School and Sixth Form

## Trustees' Report

### Principal Risks and Uncertainties

The objective and policy of risk management is to identify risks, score them in likelihood and severity and to take management action to mitigate risk concentrating on those with high scores. The trustees maintain a risk register under the following main headings: Strategic and Reputational; Operational; Compliance; and Finance.

A matrix of risk likelihood versus impact is maintained to score risks, with current risk management and any further action required noted against each risk. Risks aligned to individual committees are reviewed by those committees on a regular basis with the Resources, Audit & Risk Committee having an oversight reviewing the procedures, processes and controls which are in place to effectively manage the risks and the actions to mitigate them. The Risk Register is reviewed annually by the full board. In the opinion of trustees, the school has established systems that, under normal circumstances, would allow the risks identified to be mitigated to an acceptable level in day-to-day operations.

The Trustees have assessed the major risks to which the Academy is exposed, in particular those relating to its finances, teaching, facilities and other operational areas. The Trustees have implemented a number of systems to assess and minimise those risks, including internal controls described elsewhere. Where significant financial risk still remains they have ensured that they have adequate insurance cover.

The Trustees examine the financial health of the Academy formally every term, reviewing performance against budgets and overall expenditure by means of regular update reports at Board of Trustees and Resources, Audit & Risk committee meetings. The Trustees also regularly review cash flow forecasts and ensure sufficient funds are held to cover all known and anticipated commitments.

At the period end, the Academy had no significant liabilities arising from trade creditors or debtors where there would be a significant effect on liquidity.

The Board of Trustees recognises that the defined benefit scheme deficit (Local Government Pension Scheme), which is set out in Note 26 to the Financial Statements, represents a significant potential liability. However, as the Trustees consider the Academy is able to meet its known annual contribution commitments for the foreseeable future, the risk from this liability is minimised.

The principal risks and uncertainties facing the Academy are as follows:

Financial - The Academy has considerable reliance on continued government funding. In the year £5,696,843 (2021: £5,469,924) of the Academy's incoming resources were ultimately government funded and, whilst this level is expected to continue, there is no assurance that government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

# The Burgate School and Sixth Form

## Trustees' Report

### Principal Risks and Uncertainties (continued)

Failures in governance and/or management - The risk in this area arises from potential failure to effectively manage the Academy's finances, internal controls, compliance with regulations and legislation, statutory returns, etc. Robust internal management/monitoring systems, appropriate training and annual review of policies and procedures are in place to mitigate these risks.

Reputational - The continuing success of the Academy is dependent on its ability to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk detailed analyses of each student's progress are maintained and reviewed throughout the year. The school has a range of possible interventions where individual students are identified as under-achieving expected results. Beyond academic results, the school offers a wide range of activities and opportunities to ensure students develop their potential in all areas including those beyond the classroom.

Safeguarding and child protection - The Trustees continue to ensure that the highest standards are maintained in the selection and monitoring of staff and the implementation of the school's child protection, health and safety and disciplinary policies and procedures. Safeguarding of students is paramount and members of staff take part in whole school training sessions in safeguarding and child protection.

Staffing - The success of the Academy is reliant on the quality of its staff. Recruitment procedures, robust performance management and the monitoring and reviewing of school policies and procedures ensure the continued quality of staff development and training. The school operates a comprehensive staff development programme where there is development and sharing of best practice across all subjects. Self-assessment and peer assessment are also extensively used to maintain consistent standards in teaching and learning throughout the school.

Fraud and mismanagement of funds - The Academy appointed the Accounting & Budget Support Team at Wiltshire County Council to carry out checks on its financial systems and records as required by the Academy Trust Handbook. All finance staff receive training to keep them up to date with financial practice requirements and develop their skills in this area.

Adequacy of IT – Ongoing improvements are being made in the normal course of operations to maintain the adequacy, resilience and security for the school's data and operating systems.

Some uncertainty remains with Covid-19 and whether additional waves will further impact schools. The coronavirus pandemic resulted in dramatic changes and uncertainties to the education sector and continues to impact the school through higher costs associated with health and safety, staffing absences (principally in terms of staff sickness due to the virus), and the necessity to close any educational gaps in learning. The situation has prompted greater attention on the dependence of key staff and actions continue to mitigate these risks.

# The Burgate School and Sixth Form

## Trustees' Report

### Fundraising

As part of its work within the community, the Academy Trust and its students undertake fundraising activities, for example through cake sales, coffee mornings and non-uniform days. The Academy Trust raises funds in order to support its own operations and also to make donations to local and national charities.

The academy has fundraised for charities in 2021/22 including Julia's House with a summer fete, Alzheimer's Society with a Christmas Jumper Day, Salisbury District Hospital's Stars Appeal and LGBT charities with a non-uniform day and Cancer Research UK when students raised over £4,000 by running a 5K Race 4 Life.

Parents are also invited, at the beginning of each academic year, to make a voluntary contribution to the School Fund, the funds from which are used in a variety of ways such as enhancing extra-curricular resources and supporting school events.

The school also received donations in 2021/22 with an ex-student donating funds for a school mural to be painted on the side of the Science block whilst another included a member of the community donating money towards a cultural experience for students and a further donating funds to the school's creative subjects following their visit to the school's Creative Arts Evening when they left impressed by the quality of work produced by the students.

The Academy Trust undertakes all such activities itself, with the help of its students and their families. We confirm that when fundraising:

- No unsolicited approaches are made to members of the public.
- No commercial participators are used.
- No regularity schemes or standards are applicable.
- No complaints were made to the Academy Trust during the year.

### Plans for Future Periods

The Burgate School and Sixth Form will continue to pursue its objectives and aims and support the continuing success and development of students, both academically and pastorally. The main aims and key objectives are below:

To further improve the well-established partnership and alliance of secondary schools across The New Forest by exploring the opportunities and benefits provided by more formal arrangements of partnership. The school is currently exploring the possibility of forming a new Multi-Academy Trust with four other schools to serve the south-west of the New Forest. These five schools have a long history of collaboration and, noting the opportunities presented by the government's recent White Paper 'Opportunity for all: Strong schools with great teachers for your child', are looking at how they can build stronger provision for the children within their local communities.

# The Burgate School and Sixth Form Trustees' Report

## Plans for Future Periods (continued)

To balance income and expenditure by continuing to decrease expenditure and developing initiatives to generate additional income including increasing the number of pupils to 190 year by year for each year group in the main school by the addition of a seventh tutor group. This increase started at Year 7 in September 2020.

To increase the numbers in the Sixth Form to enable an increase in the range of subjects offered and bring in additional finance which will better balance Sixth Form budgets to be in line with that of the rest of the school.

To drive up academic standards and quality of teaching and learning. The school aims to achieve student outcomes which are significantly above other schools nationally.

To improve the robustness of the School's IT support infrastructure.

To continue to improve the school site.

To replace the school's current all-weather pitch with an improved artificial grass pitch for both school and community use with additional changing room facilities to be added at a later date.

To expand wider/extra-curricular opportunities on a manageable and sustainable basis, encourage staff involvement and improve opportunities for students to engage with cultural capital and to experience life 'beyond Burgate'.

The academy is proud of its links with the local community. Links with local and regional business and the wider community will be developed in accordance with the school objectives and to the benefit of students, the school and the community.

## Auditor

Insofar as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware
- 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 Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 8 December 2022 and signed on the board's behalf by:

*David Millar*

David Millar (Dec 9, 2022 15:56 GMT)

Mr David Millar  
Chair of Trustees

# The Burgate School and Sixth Form

## Governance Statement

### Scope of Responsibility

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

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

The Board of Trustees has delegated the day-to-day responsibility to the headteacher as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between The Burgate School and Sixth Form and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Board of Trustees has formally met seven times during the year. Attendance during the year at meetings of the Board of Trustees was as follows:

<u>Trustee</u>	<u>Meetings attended</u>	<u>Out of a possible</u>
Mrs H Arnold (appointed 18 October 2021)	6	7
Ms A Born (resigned 21 July 2022)	4	7
Miss C Connolly (Staff Trustee)	7	7
Mrs W Gregoire	6	7
Mrs J Hair	5	7
Mrs S Hughes (resigned 21 July 2022)	3	7
Mr M Hughes	4	7
Mr D Millar (Chair of Trustees)	7	7
Mr J Mowbray (appointed 12 January 2022)	5	5
Mr I Newman	2	7
Mr D Pover (Headteacher)	5	5
Mr J Radcliffe (appointed 6 January 2022)	3	5
Mr R Townsend (appointed 24 January 2022)	5	5
Dr R Wagland	3	7

# The Burgate School and Sixth Form

## Governance Statement

Governance (continued)

For every full board meeting, the board constructs its agendas to ensure all statutory and required activities are covered as well as standard items and those considered to be best practice to support effective governance. These items include the headteacher's report on the main areas of performance and priority for the school, school budget, admissions arrangements, safeguarding, reviewing reports/minutes from the sub-committees, trustee link reports on specific areas of the school, and progress on the school's improvement plan. In addition to this, other recurring and ad hoc items are considered as and when appropriate, such as exam results, school policies, training and development needs of the board and other governing body matters. Some activity is delegated to the sub-committees of the board in line with the scheme of delegation.

This year has seen three new trustees join the board with two stepping down right at the end of the year. Following a recruitment campaign, two new trustees, including a new parent trustee, will be joining the board at the start of the 2022/23 year.

Following two years of disruption due to the COVID-19 pandemic during which time the board adapted to virtual meetings to ensure that governance continued to function, and the board continued to carry out urgent business and make necessary decisions, the board were able to re-establish co-present meetings for 2021/22.

### Conflicts of interest:

All trustees must complete a declaration of interests form every year. From these, a register of interests is established and maintained for all trustees listing for each any financial or non-financial interest they or any related persons have, which may bring about conflict with the school's interest. The register is kept up to date and trustees are expected to disclose any conflicts of interests as soon as they become aware of them. The register is reviewed annually, is shared with the finance department and is available on request by stakeholders or for examination by the auditors for example. A list of trustees' details including the register of interests is published on the school's website.

Conflicts of interest are not restricted to those things that trustees declare on their forms and they are also obliged to declare any potential conflicts of interests during meetings. They are given the opportunity to do this at the start of each meeting and it is a standing item at every full board meeting to ask trustees if they wish to make any amendments to their declaration of interests form. Any declaration is recorded in the minutes and advice sought from the clerk or chair as to whether a conflict exists and how it should be managed.

If trustees are not sure an interest counts, they are advised to err on the side of caution and declare it.

# The Burgate School and Sixth Form

## Governance Statement

Governance (continued)

### Governance reviews:

The board has agreed to undertake an external governance review once the 2021 model set of Articles of Association have been adopted and the change in structure (separating members from trustees) embedded. In the interim, the board have agreed that an internal review of governance could be undertaken using the National Governance Association's (NGA) 20 self-evaluation questions or something similar.

### Resources, Audit & Risk Committee:

The Resources, Audit & Risk Committee is a sub-committee of the main Board of Trustees. Its purpose is to oversee the financial management of the school and to monitor and report on the school's budget throughout the year, ensure maintenance of the Academy's land and premises and oversee any matters relating to health and safety and staffing. As part of its audit responsibilities, the committee maintains an oversight of the trust's financial, governance, risk management and internal control systems. The Resources, Audit & Risk Committee formally met six times during the academic year. As Audit and Risk is combined with Resources, employees of the trust do not participate as members when audit and risk matters are discussed however, the Accounting Officer and Chief Financial Officer attend the Audit and Risk section to provide information and to participate in discussions. Attendance at meetings in the year was as follows:

<u>Trustee</u>	<u>Meetings attended</u>	<u>Out of a possible</u>
Ms A Born (resigned 21 July 2022)	5	6
Miss C Connolly (Staff Trustee)	6	6
Mrs S Hughes (resigned 21 July 2022)	1	6
Mr D Millar (Chair of Trustees)	5	6
Mr J Mowbray (appointed 12 January 2022)	4	4
Mr D Pover (Headteacher)	4	4
Mr R Townsend (appointed 24 January 2022)	3	4
Dr R Wagland	6	6

# The Burgate School and Sixth Form

## Governance Statement

### Review of Value for Money

As Accounting Officer the headteacher has responsibility for ensuring that the Academy Trust delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The Accounting Officer considers how the 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 appropriate. The Accounting Officer for the Academy Trust has delivered improved value for money during the year by:

- Increasing student numbers;
- Ensuring staff replacement is managed carefully, enabling the school to maintain good numbers of quality staff in all departments within budget;
- Careful analysis and review of general expenditure enabling significant savings to be made;
- Trustee approved financial scheme of delegation that requires the headteacher to approve any spend request in-excess of £1,000.
- Continuing to explore every opportunity to generate income through letting of academy facilities during evening, weekend and holiday periods.
- Benchmarking other bought in services, such as energy providers, to deliver improved services at value for money.

### The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of Academy Trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in The Burgate School and Sixth Form for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and financial statements.

### Capacity to Handle Risk

The Board of Trustees has reviewed the key risks to which the Academy Trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the Academy Trust's significant risks that has been in place for the period 1 September 2021 to 31 August 2022 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

# The Burgate School and Sixth Form

## Governance Statement

### 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 Resources, Audit & Risk 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
- identification and management of risks

The Board of Trustees has considered the need for a specific internal audit function and has decided to buy-in an internal audit service from the Financial Controls Assurance Service, the Accounting & Budget Support Team at Wiltshire County Council to provide a financial controls assurance service.

The internal auditor's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial and other systems. In particular, the checks carried out in the current period included:

- testing of payroll systems
- testing of purchase systems
- testing of income collections and banking/bank reconciliations
- testing of compliance with the Academies Trust Handbook
- testing of website compliance against DfE requirements

After every visit, the internal auditor is required to report to the Board of Trustees, through the Resources, Audit & Risk Committee on the operation of the systems of control and on the discharge of the Board of Trustees' financial responsibilities and annually prepares an annual summary report to the committee outlining the areas reviewed, key findings, recommendations and conclusions to help the committee consider actions and assess year on year progress.

The Financial Controls Assurance Service delivers its schedule of work based on an internal audit plan agreed in advance with the school. This plan is reviewed and discussed by the Resources, Audit & Risk Committee. Their schedule of work is also informed by the school's external auditor's report of the preceding year.

# The Burgate School and Sixth Form

## Governance Statement

### The Risk and Control Framework (continued)

All work was completed during actual visits to the school site and the audit plan was delivered in full, and by agreement with the Chief Financial Officer. Full access to officers of the Trust was always afforded and information and records shared during the audits. During the audits, no issues were identified. Based upon the evidence obtained, the auditor was able to provide reasonable assurance that the requirements laid down in the Academies Trust Handbook 2021 (ATH) have been met, that there are good internal controls in place for the financial systems operating within the Trust and no specific concerns in relation to fraud risk.

### Review of Effectiveness

As Accounting Officer the headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the reviewer whose financial controls assurance reports are reviewed and considered by the Resources, Audit & Risk Committee
- the work of the external auditor
- the school resource management self-assessment tool
- the work of the academy business manager within the Academy Trust who has responsibility for the development and maintenance of the internal control framework

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

Approved by order of the members of the Board of Trustees on 8 December 2022 and signed on its behalf by:

  
David Millar (Dec 9, 2022 15:56 GMT)

Mr D Millar  
Chair of Trustees

  
David Pover (Dec 13, 2022 14:38 GMT)

Mr D Pover  
Accounting Officer

# The Burgate School and Sixth Form

## Statement of Regularity, Propriety and Compliance

As Accounting Officer of The Burgate School and Sixth Form I have considered my responsibility to notify the Academy Trust Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy 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 Academy Trust Handbook 2021.

I confirm that I and the Academy Trust Board of Trustees are able to identify any material irregular or improper use of all 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 Academy Trust Handbook 2021.

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.

*David Pover*

David Pover (Dec 13, 2022 14:38 GMT)

Mr D Pover  
Accounting Officer  
8 December 2022

# The Burgate School and Sixth Form

## Statement of Trustees' Responsibilities

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

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

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2021 to 2022
- make judgments and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

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

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

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

Approved by order of the members of the Board of Trustees on 8 December 2022 and signed on its behalf by:

*David Millar*

David Millar (Dec 9, 2022 15:56 GMT)

Mr D Millar  
Chair of Trustees

# The Burgate School and Sixth Form

## Independent Auditor's Report on the Financial Statements to the Members of The Burgate School and Sixth Form

### Opinion

We have audited the financial statements of The Burgate School and Sixth Form ('the charitable company') for the year ended 31 August 2022 which comprise the Statement of Financial Activities (including the Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019, and the Academies Accounts Direction 2021 to 2022 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2022 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 properly prepared in accordance with the Charities SORP 2019 and Academies Accounts Direction 2021 to 2022.

### 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 financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements 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

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

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

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

# The Burgate School and Sixth Form

## Independent Auditor's Report on the Financial Statements to the Members of The Burgate School and Sixth Form

### Other information

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

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

We have nothing to report in this regard.

### Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' 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 charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

# The Burgate School and Sixth Form

## Independent Auditor's Report on the Financial Statements to the Members of The Burgate School and Sixth Form

### Responsibilities of the Trustees

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

In preparing the financial statements, the Trustees are responsible for assessing the charitable company'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 to cease operations, or have no realistic alternative but to do so.

### Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the Academy Trust, and the sector in which it operates. These include but are not limited to compliance with the Companies Act 2006, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019, the Academy Trust Handbook 2021, and the Academies Accounts Direction 2021 to 2022.
- We obtained an understanding of how the Academy Trust is complying with these frameworks through discussions with management.

# The Burgate School and Sixth Form

## Independent Auditor's Report on the Financial Statements to the Members of The Burgate School and Sixth Form

- We enquired with management whether there were any instances of non-compliance with laws and regulations or whether they had knowledge of actual or suspected fraud. These enquiries are corroborated through follow-up audit procedures including but not limited to a review of legal and professional costs, correspondence and a review of board minutes.
- We assessed the susceptibility of the Academy Trust's financial statements to material misstatement, including the risk of fraud and management override of controls. We designed our audit procedures to respond to this assessment, including the identification and testing of any related party transactions and the testing of journal transactions that arise from management estimates, that are determined to be of significant value or unusual in their nature.
- We assessed the appropriateness of the collective competence and capabilities of the engagement team, including consideration of the engagement team's knowledge and understanding of the sector in which the Academy Trust operates in, and their practical experience through training and participation with audit engagements of a similar nature.

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

### 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.

*Michaela Johns*

M Johns FCCA (Senior statutory auditor)  
For and on behalf of Hopper Williams & Bell Limited  
Statutory Auditor  
Highland House, Mayflower Close, Chandlers Ford, Eastleigh SO53 4AR

13/12/2022

Date .....

# The Burgate School and Sixth Form

## Independent Reporting Accountant's Assurance Report on Regularity to The Burgate School and Sixth Form and the Education & Skills Funding Agency

In accordance with the terms of our engagement letter dated 1 September 2022 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2021 to 2022, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by The Burgate School and Sixth Form during the period 1 September 2021 to 31 August 2022 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 The Burgate School and Sixth Form and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to The Burgate School and Sixth Form and the 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 the The Burgate School and Sixth Form and the ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of The Burgate School and Sixth Form's Accounting Officer and the reporting accountant

The Accounting Officer is responsible, under the requirements of The Burgate School and Sixth Form's funding agreement with the Secretary of State for Education dated 12 January 2022 and the Academy Trust Handbook, extant from 1 September 2021, 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 2021 to 2022. 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 2021 to 31 August 2022 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

# The Burgate School and Sixth Form

## Independent Reporting Accountant's Assurance Report on Regularity to The Burgate School and Sixth Form and the Education & Skills Funding Agency

### Approach

We conducted our engagement in accordance with the Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts issued by the 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.

The work undertaken to draw to our conclusion includes:

- Consideration as to whether prior approval was sought from the Secretary of State where it is required by the Academy Trust Handbook (effective from 1 September 2021) (ATH).
- Review of any special payments to staff, including compromise agreements, to consider whether prior approval was sought where required by the ATH and that any payments are in line with the severance guidance published by ESFA.
- Consideration as to whether any borrowings have been made in accordance with the ATH.
- Review of any 'minded to' letters or Notices to Improve which have been issued to the Academy Trust.
- Review of any transactions with related parties to ensure that they have been carried out in accordance with the ATH.
- Review of governance arrangements to determine whether the requirements of the ATH have been met.
- Review of the Academy Trust's internal controls, including whether the general control environment has regard to the regularity of underlying transactions, including fraud management.
- Review of the Academy Trust's procurement policies to determine effectiveness and testing a sample of purchases to confirm that the policies have been correctly implemented.
- Identifying any conditions associated with specialist grant income and determining whether it has been spent as the purposes intended.

# The Burgate School and Sixth Form

## Independent Reporting Accountant’s Assurance Report on Regularity to The Burgate School and Sixth Form and the Education & Skills Funding Agency

### 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 2021 to 31 August 2022 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Michaela Johns*

M Johns FCCA  
Reporting Accountant  
Hopper Williams & Bell Limited  
Chartered Accountants  
Highland House, Mayflower Close, Chandlers Ford, Eastleigh SO53 4AR

13/12/2022  
Date .....

# The Burgate School and Sixth Form

## Statement of Financial Activities for the year ended 31 August 2022

### (including Income and Expenditure Account)

	Note	Un-restricted funds £	Restricted General Funds £	Restricted Pension Funds £	Restricted Fixed Asset Funds £	2021/22 Total £	2020/21 Total £
Income and endowments from:							
Donations and capital grants	2	-	-	-	30,676	30,676	1,323,226
Other trading activities	4	450,013	55,655	-	-	505,668	239,602
Investments	5	109	-	-	-	109	91
Charitable activities:							
Funding for the academy trust's educational operations	3	-	5,696,843	-	-	5,696,843	5,469,924
<b>Total</b>		<b>450,122</b>	<b>5,752,498</b>	<b>-</b>	<b>30,676</b>	<b>6,233,296</b>	<b>7,032,843</b>
Expenditure on:							
Charitable activities:							
Academy trust educational operations	6, 7	430,667	5,603,525	306,000	286,867	6,627,059	6,149,479
Net income / (expenditure)		19,455	148,973	(306,000)	(256,191)	(393,763)	883,364
Transfers between funds	16	-	(76,796)	-	76,796	-	-
Other recognised gains / (losses):							
Actuarial gains on defined benefit pension schemes	26	-	-	1,901,000	-	1,901,000	64,000
Net movement in funds		19,455	72,177	1,595,000	(179,395)	1,507,237	947,364
Reconciliation of funds							
Total funds brought forward		96,595	418,585	(1,897,000)	15,410,359	14,028,539	13,081,175
Total funds carried forward		116,050	490,762	(302,000)	15,230,964	15,535,776	14,028,539

The notes on pages 40 to 63 form part of these financial statements.

# The Burgate School and Sixth Form

## Balance Sheet as at 31 August 2022

Company Number 07596997

	Note	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	11		14,960,373		15,252,638
Current assets					
Stock	12	6,498		7,270	
Debtors	13	471,854		676,207	
Cash at bank and in hand		813,710		944,748	
		<u>1,292,062</u>		<u>1,628,225</u>	
Liabilities					
Creditors: Amounts falling due within one year	14	<u>(379,841)</u>		<u>(911,802)</u>	
Net current assets			<u>912,221</u>		<u>716,423</u>
Total assets less current liabilities			15,872,594		15,969,061
Creditors:					
Amounts falling due after more than one year	15		<u>(34,818)</u>		<u>(43,522)</u>
Net assets excluding pension liability			15,837,776		15,925,539
Defined benefit pension scheme liability	26		(302,000)		(1,897,000)
Total net assets			<u>15,535,776</u>		<u>14,028,539</u>
Funds of the academy trust:					
Restricted funds					
Fixed asset fund	16	15,230,964		15,410,359	
Restricted income fund	16	490,762		418,585	
Pension reserve	16	<u>(302,000)</u>		<u>(1,897,000)</u>	
Total restricted funds			15,419,726		13,931,944
Unrestricted income funds	16		116,050		96,595
Total funds			<u>15,535,776</u>		<u>14,028,539</u>

The financial statements on pages 37 to 63 were approved by the trustees and authorised for issue on 8 December 2022 and are signed on their behalf by:

*David Millar*

David Millar (Dec 9, 2022 15:56 GMT)

D Millar

Chair of Trustees

The notes on pages 40 to 63 form part of these financial statements.

# The Burgate School and Sixth Form

## Statement of Cash Flows for the year ended 31 August 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash provided by (used in) operating activities	20	(662,146)	621,916
Cash flows from financing activities	21	(8,704)	(8,704)
Cash flows from investing activities	22	539,812	(323,955)
Change in cash and cash equivalents in the reporting period		<u>(131,038)</u>	<u>289,257</u>
Cash and cash equivalents at 1 September 2021		944,748	655,491
Cash and cash equivalents at 31 August 2022	23	<u>813,710</u>	<u>944,748</u>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 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.

#### Basis of Preparation

The financial statements 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 2021 to 2022 issued by ESFA, the Charities Act 2011 and the Companies Act 2006. The financial statements are prepared in sterling which is the functional currency of the Academy Trust and are rounded to the nearest £1.

#### 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 company to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Academy 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 financial statements.

#### 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.

- 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.

- Grants

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

General Annual Grant is recognised in full in the Statement of Financial Activities in the year for which it is receivable and any abatement in respect of the 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.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### Income (continued)

- Government Grants

The following government grants have been received during the year:

#### Coronavirus Job Retention Scheme

The accrual model has been used to recognise the grant on a systematic basis over the periods in which the related staff costs are incurred.

- 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 financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

### Expenditure

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

- Charitable Activities

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

All resources expended are inclusive of irrecoverable VAT.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### Tangible Fixed Assets

Assets costing £2,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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

Freehold Land and Buildings	50 years straight line on buildings; not provided on land
Furniture and Equipment	25% reducing balance
Computer Equipment	3 years straight line
Motor Vehicles	20% reducing balance

Where the Academy Trust can identify the value of major components of freehold or leasehold buildings based upon additions following conversion to academy status, the Academy Trust reviews whether one or more such components have significantly different patterns of consumption of economic benefits. In such cases, the Academy Trust allocates the cost of the asset to its major components and depreciates each component separately over its useful life.

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.

### 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.

### Provisions

Provisions are recognised when the Academy Trust has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### Leased Assets

Rentals under operating leases are charged on a straight line basis over the lease term.

### 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

Cash at bank is classified as a basic financial instrument and is measured at face value. An investment is treated as a cash equivalent when it has a short maturity of three months or less from the date of acquisition.

#### 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.

#### Stock

Unsold uniforms and catering stocks are valued at the lower of cost or net realisable value.

#### 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 part 11, chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 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.

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. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Academy 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/(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.

### 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 Department for Education Group.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### Critical accounting estimates and areas of judgement

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 (income) for pensions include the discount rate. Any changes in these assumptions will impact the carrying amount of the pension liability. Furthermore, a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2022. 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.

The assumptions used are disclosed in note 26.

### Critical areas of judgement

There are no other critical areas of judgement.

### Agency arrangements

The Academy Trust 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 held are disclosed in the notes to the financial statements.

## 2 Donations and capital grants

	Unrestricted funds £	Restricted funds £	2021/22 Total £	2020/21 Total £
Capital grants	-	30,676	30,676	1,323,226
Total 2021	-	1,323,226	1,323,226	

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 3 Funding for the Academy Trust's educational operations

	Unrestricted funds £	Restricted funds £	2021/22 Total £	2020/21 Total £
DfE / ESFA grants				
General Annual Grant (GAG)	-	5,259,487	5,259,487	4,801,671
Pupil Premium	-	124,063	124,063	122,449
Rates reclaim	-	30,720	30,720	30,720
Teachers' pay grant	-	14,696	14,696	69,042
Teachers' pension grant	-	41,528	41,528	195,099
Other DfE grants	-	115,905	115,905	30,432
	-	5,586,399	5,586,399	5,249,413
Other government grants				
Local authority grants	-	79,147	79,147	69,872
Other government grants	-	17,285	17,285	35,124
	-	96,432	96,432	104,996
COVID-19 additional funding (DfE/ESFA)				
Catch-up premium	-	-	-	63,560
Other DfE/ESFA Coronavirus funding	-	-	-	6,260
	-	-	-	69,820
COVID-19 additional funding (non-DfE/ESFA)				
Coronavirus Job Retention Scheme grant	-	-	-	13,265
Other Coronavirus funding	-	14,012	14,012	32,430
	-	14,012	14,012	45,695
	-	5,696,843	5,696,843	5,469,924
Total 2021	-	5,469,924	5,469,924	

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 4 Other trading activities

	Unrestricted funds £	Restricted funds £	2021/22 Total £	2020/21 Total £
Hire of facilities	35,314	-	35,314	17,023
Catering income	204,489	-	204,489	116,781
Music tuition income	-	40,255	40,255	33,862
Visits and trips income	168,111	-	168,111	11,153
Other income	42,099	15,400	57,499	60,783
	<u>450,013</u>	<u>55,655</u>	<u>505,668</u>	<u>239,602</u>
Total 2021	<u>182,272</u>	<u>57,330</u>	<u>239,602</u>	

### 5 Investment income

	Unrestricted funds £	Restricted funds £	2021/22 Total £	2020/21 Total £
Short term deposits	<u>109</u>	<u>-</u>	<u>109</u>	<u>91</u>
Total 2021	<u>91</u>	<u>-</u>	<u>91</u>	

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 6 Expenditure

	Staff costs £	Non Pay Expenditure		Total 2021/22 £	Total 2020/21 £
		Premises £	Other £		
Academy's educational operations:					
Direct costs	4,139,716	-	772,595	4,912,311	4,724,297
Allocated support costs	1,009,154	310,232	395,362	1,714,748	1,425,182
	<u>5,148,870</u>	<u>310,232</u>	<u>1,167,957</u>	<u>6,627,059</u>	<u>6,149,479</u>
Total 2021	<u>4,952,048</u>	<u>211,084</u>	<u>986,347</u>	<u>6,149,479</u>	

Direct costs is shown net of a gain of £112,322 on disposal of part of the Academy Trust's freehold land. This gain is included within other non-pay expenditure in the table above, as part of restricted fixed asset funds.

Net income/(expenditure) for the period includes:

	2021/22 £	2020/21 £
Operating lease rentals	8,587	7,420
Depreciation	371,167	371,823
(Gain)/loss on disposal of fixed assets	(116,904)	36,077
Fees payable to auditor for:		
Audit	8,500	9,150
Other services	3,200	2,325

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 7 Charitable activities

	2021/22 Total £	2020/21 Total £
Direct costs – educational operations	4,912,311	4,724,297
Support costs – educational operations	1,714,748	1,425,182
	<u>6,627,059</u>	<u>6,149,479</u>

#### Analysis of support costs:

	Educational operations £	2021/22 Total £	2020/21 Total £
Support staff costs	1,009,154	1,009,154	901,359
Technology costs	19,405	19,405	18,885
Premises costs	310,232	310,232	211,084
Legal costs - other	5,783	5,783	2,966
Other support costs	357,317	357,317	279,444
Governance costs	12,857	12,857	11,444
Total support costs	<u>1,714,748</u>	<u>1,714,748</u>	<u>1,425,182</u>
Total 2021		<u>1,425,182</u>	<u>1,425,182</u>

Premises costs includes £29,242 (2021: £nil) in respect of expenditure on capital projects, which were funded by capital grants from the ESFA.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 8 Staff

#### a) Staff costs

Staff costs during the period were:

	2021/22	2020/21
	£	£
Wages and salaries	3,743,246	3,637,194
Social security costs	372,877	350,607
Pension costs	1,032,747	964,247
	<u>5,148,870</u>	<u>4,952,048</u>

#### b) Staff numbers

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

	2021/22	2020/21
	No.	No.
Teachers	73	62
Administration and support	60	57
Management	7	7
	<u>140</u>	<u>126</u>

Average number expressed as a full time equivalent:

	2021/22	2020/21
	No.	No.
Teachers	55	55
Administration and support	38	35
Management	7	7
	<u>100</u>	<u>97</u>

#### c) Higher paid staff

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

	2021/22	2020/21
	No.	No.
£60,001 - £70,000	3	2
£70,001 - £80,000	1	1
£100,001 - £110,000	1	1

#### d) Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy trust was £629,913 (2021: £620,020).

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 9 Related Party Transactions – Trustees’ remuneration and expenses

One or more trustees has been paid remuneration or has received other benefits from 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.

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

		2021/22	2020/21
		£000	£000
D Pover	Remuneration	100-105	100-105
(Headteacher and staff trustee)	Employer’s pension contributions paid	20-25	20-25
C Connolly	Remuneration	25-30	25-30
(Staff trustee)	Employer’s pension contributions paid	5-10	5-10

During the period ended 31 August 2022, no trustees received any reimbursement of expenses (2021: none).

### 10 Trustees and officers insurance

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 business, and provides cover up to £10m. It is not possible to quantify the Trustees and officers indemnity element from the overall cost of the RPA scheme.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 11 Tangible fixed assets

	Freehold Land and Buildings £	Furniture and Equipment £	Computer Equipment £	Motor Vehicles £	Total £
Cost					
At 1 September 2021	17,647,658	166,515	268,189	44,202	18,126,564
Acquisitions	146,831	35,941	67,202	-	249,974
Disposals	(171,072)	-	-	-	(171,072)
At 31 August 2022	<u>17,623,417</u>	<u>202,456</u>	<u>335,391</u>	<u>44,202</u>	<u>18,205,466</u>
Depreciation					
At 1 September 2021	2,501,575	125,878	209,647	36,826	2,873,926
Charged in year	310,458	18,437	40,797	1,475	371,167
At 31 August 2022	<u>2,812,033</u>	<u>144,315</u>	<u>250,444</u>	<u>38,301</u>	<u>3,245,093</u>
Net book values					
At 31 August 2021	15,146,083	40,637	58,542	7,376	15,252,638
At 31 August 2022	<u>14,811,384</u>	<u>58,141</u>	<u>84,947</u>	<u>5,901</u>	<u>14,960,373</u>

The Academy Trust's transactions relating to land and buildings included:

- The disposal of part of the Academy Trust's freehold land at a net book value of £171,072, for sale proceeds of £287,976.

### 12 Stock

	2021/22 £	2020/21 £
Other stocks	<u>6,498</u>	<u>7,270</u>

### 13 Debtors

	2021/22 £	2020/21 £
Trade debtors	1,075	10,021
VAT recoverable	28,781	90,690
Other debtors	9,810	-
Prepayments and accrued income	<u>432,188</u>	<u>575,496</u>
	<u>471,854</u>	<u>676,207</u>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

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

	2021/22	2020/21
	£	£
Trade creditors	41,558	364,485
Other taxation and social security	93,851	87,915
Loans falling due within one year	8,704	8,704
Other creditors falling due within one year	99,025	92,139
Accruals and deferred income	136,703	358,559
	<u>379,841</u>	<u>911,802</u>

	2021/22	2020/21
	£	£
Deferred income at 1 September 2021	74,083	83,343
Released from previous years	(74,083)	(83,343)
Resources deferred in the year	49,867	74,083
Deferred income at 31 August 2022	<u>49,867</u>	<u>74,083</u>

At the balance sheet date the Academy Trust was holding funds received in advance for trip income and grant income which relates to the forthcoming financial year.

Loans falling due within one year represents an interest free Salix energy efficiency loan received from the ESFA. The loan is repayable over an eight year period in bi-annual instalments, ending on 1 September 2026.

### 15 Creditors: amounts falling due in greater than one year

	2021/22	2020/21
	£	£
Loans falling due in greater than one year	<u>34,818</u>	<u>43,522</u>

Loans falling due in greater than one year represents an interest free Salix energy efficiency loan received from the ESFA. The loan is repayable over an eight year period in bi-annual instalments, ending on 1 September 2026. The amount repayable in instalments falling due in more than five years is £nil (2021: £8,705).

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 16 Funds

	Balance at 1 September 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 August 2022 £
<b>Restricted general funds</b>						
General Annual Grant (GAG)	418,585	5,259,487	(5,112,614)	(76,796)	-	488,662
Pupil premium	-	124,063	(124,063)	-	-	-
Rates reclaim	-	30,720	(30,720)	-	-	-
Teachers' pay grant	-	14,696	(14,696)	-	-	-
Teachers' pension grant	-	41,528	(41,528)	-	-	-
Other DfE grants	-	115,905	(115,905)	-	-	-
Local authority grants	-	79,147	(77,047)	-	-	2,100
Other government grants	-	17,285	(17,285)	-	-	-
Other Coronavirus funding	-	14,012	(14,012)	-	-	-
Other educational activities	-	55,655	(55,655)	-	-	-
	418,585	5,752,498	(5,603,525)	(76,796)	-	490,762
Pension reserve	(1,897,000)	-	(306,000)	-	1,901,000	(302,000)
	(1,478,415)	5,752,498	(5,909,525)	(76,796)	1,901,000	188,762
<b>Restricted fixed asset funds</b>						
Fixed asset fund	15,252,638	-	(254,263)	(38,002)	-	14,960,373
ESFA capital grants (DFC)	-	22,284	(2,541)	(1,159)	-	18,584
ESFA capital grants (CIF)	209,947	(60,108)	(26,701)	(123,138)	-	-
Salix loan	(52,226)	-	-	8,704	-	(43,522)
Sports provision	-	-	-	287,976	-	287,976
Wolfson grant	-	68,500	(3,362)	(57,585)	-	7,553
	15,410,359	30,676	(286,867)	76,796	-	15,230,964
<b>Total restricted funds</b>	<b>13,931,944</b>	<b>5,783,174</b>	<b>(6,196,392)</b>	<b>-</b>	<b>1,901,000</b>	<b>15,419,726</b>
<b>Total unrestricted funds</b>	<b>96,595</b>	<b>450,122</b>	<b>(430,667)</b>	<b>-</b>	<b>-</b>	<b>116,050</b>
<b>Total funds</b>	<b>14,028,539</b>	<b>6,233,296</b>	<b>(6,627,059)</b>	<b>-</b>	<b>1,901,000</b>	<b>15,535,776</b>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 16 Funds (continued)

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

#### General annual grant

This includes all funding received from the ESFA to carry out the objectives of the academy. It includes the school budget share; minimum funding guarantee; education services grant; insurance; rates; and pre- and post-16 high needs funding streams.

#### Other DfE/ESFA grants

This is funding received from the ESFA for specific purposes.

#### Local authority grants

This is funding received from the local authority for specific purposes, for example Special Educational Needs funding.

#### Other educational activities

This includes all other educational income/expenditure.

#### Pension reserve

This represents the negative reserve in respect of the liability on the LGPS pension scheme which was transferred to the Academy Trust on conversion.

#### Fixed asset fund

The fund includes the value of the tangible fixed assets of the academy on conversion, and amounts transferred from GAG or other restricted funds specifically for expenditure on tangible fixed assets, and the annual charges for depreciation of these assets.

#### DfE/ESFA capital grants

This is funding received from the DfE/ESFA specifically for expenditure on tangible fixed assets.

#### Transfers between funds

Transfers to the restricted fixed asset fund represent the cost of fixed asset additions which have been funded from restricted or unrestricted general funds.

Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2022.

#### CIF/ESFA capital grants

This is funding received from the ESFA specifically for projects of capital improvements.

#### Salix loan

An interest free Salix energy efficiency loan received from the ESFA.

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 16 Funds (continued)

#### Sports provision

Proceeds received on the sale of land, which are to be used on the sports facilities.

#### Wolfson grant

This is funding received specifically for the refurbishment and expansion of the media facilities.

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

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 August 2021 £
<b>Restricted general funds</b>						
General Annual Grant (GAG)	233,639	4,801,671	(4,567,692)	(49,033)	-	418,585
Pupil premium	-	122,449	(122,449)	-	-	-
Other DfE grants	12,269	325,293	(337,562)	-	-	-
Other government grants	-	104,996	(104,996)	-	-	-
Catch-up premium	-	63,560	(63,560)	-	-	-
Other DfE/ESFA C-19 funding	-	6,260	(6,260)	-	-	-
Coronavirus Job Retention Sch.	-	13,265	(13,265)	-	-	-
Other Coronavirus funding	-	32,430	(32,430)	-	-	-
Other educational activities	-	57,330	(57,330)	-	-	-
	245,908	5,527,254	(5,305,544)	(49,033)	-	418,585
Pension reserve	(1,720,000)	-	(241,000)	-	64,000	(1,897,000)
	(1,474,092)	5,527,254	(5,546,544)	(49,033)	64,000	(1,478,415)
<b>Restricted fixed asset funds</b>						
Fixed asset fund	14,484,292	-	(407,900)	1,176,246	-	15,252,638
ESFA capital grants	22,638	1,323,226	-	(1,135,917)	-	209,947
Salix loan	(60,930)	-	-	8,704	-	(52,226)
	14,446,000	1,323,226	(407,900)	49,033	-	15,410,359
<b>Total restricted funds</b>	<b>12,971,908</b>	<b>6,850,480</b>	<b>(5,954,444)</b>	<b>-</b>	<b>64,000</b>	<b>13,931,944</b>
<b>Total unrestricted funds</b>	<b>109,267</b>	<b>182,363</b>	<b>(195,035)</b>	<b>-</b>	<b>-</b>	<b>96,595</b>
<b>Total funds</b>	<b>13,081,175</b>	<b>7,032,843</b>	<b>(6,149,479)</b>	<b>-</b>	<b>64,000</b>	<b>14,028,539</b>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 17 Analysis of net assets between funds

	Un- restricted funds £	Restricted general funds £	Restricted pension funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets	-	-	-	14,960,373	14,960,373
Current assets	116,050	861,899	-	314,113	1,292,062
Current liabilities	-	(371,137)	-	(8,704)	(379,841)
Non-current liabilities	-	-	-	(34,818)	(34,818)
Pension scheme liability	-	-	(302,000)	-	(302,000)
<b>Total net assets</b>	<b>116,050</b>	<b>490,762</b>	<b>(302,000)</b>	<b>15,230,964</b>	<b>15,535,776</b>

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

	Un- restricted funds £	Restricted general funds £	Restricted pension funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets	-	-	-	15,252,638	15,252,638
Current assets	96,595	1,098,048	-	433,582	1,628,225
Current liabilities	-	(679,463)	-	(232,339)	(911,802)
Non-current liabilities	-	-	-	(43,522)	(43,522)
Pension scheme liability	-	-	(1,897,000)	-	(1,897,000)
<b>Total net assets</b>	<b>96,595</b>	<b>418,585</b>	<b>(1,897,000)</b>	<b>15,410,359</b>	<b>14,028,539</b>

### 18 Capital commitments

	2021/22 £	2020/21 £
Contracted for, but not provided in the financial statements	63,144	195,128

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 19 Long-term commitments, including operating leases

#### Operating leases

At 31 August 2022 the total of the Academy Trust's future minimum lease payments under non-cancellable operating leases was:

	2021/22	2020/21
	£	£
Amounts due within one year	8,772	7,420
Amounts due between one and five years	8,961	14,840
	<u>17,733</u>	<u>22,260</u>

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

	2021/22	2020/21
	£	£
Net (expenditure) / income for the reporting period	(393,763)	883,364
Adjusted for:		
Depreciation	371,167	371,823
(Gain)/loss on disposal of fixed assets	(116,904)	36,077
Capital grants from DfE and other capital income	(30,676)	(1,323,226)
Interest receivable	(109)	(91)
Defined benefit pension scheme cost less contributions payable	275,000	213,000
Defined benefit pension scheme finance cost	31,000	28,000
Decrease / (increase) in stocks	772	(917)
Increase in debtors	(266,672)	(110,010)
(Decrease) / increase in creditors	(531,961)	523,896
Net cash (used in) / provided by Operating Activities	<u>(662,146)</u>	<u>621,916</u>

### 21 Cash flows from financing activities

	2021/22	2020/21
	£	£
Repayments of borrowing	(8,704)	(8,704)
Net cash used in financing activities	<u>(8,704)</u>	<u>(8,704)</u>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 22 Cash flows from investing activities

	2021/22	2020/21
	£	£
Dividends, interest and rents from investments	109	91
Proceeds from sale of tangible fixed assets	287,976	-
Purchase of tangible fixed assets	(249,974)	(1,176,247)
Capital grants from DfE Group	433,201	852,201
Capital funding received from sponsors and others	68,500	-
Net cash provided by / (used in) investing activities	<u>539,812</u>	<u>(323,955)</u>

### 23 Analysis of cash and cash equivalents

	2021/22	2020/21
	£	£
Cash at bank and in hand	<u>813,710</u>	<u>944,748</u>

### 24 Analysis of changes in net debt

	At 1 September 2021 £	Cash flows £	Acquisition/ disposal of subsidiaries £	New finance leases £	Other non-cash changes £	At 31 August 2022 £
Cash	944,748	(131,038)	-	-	-	813,710
Loans falling due within one year	(8,704)	-	-	-	-	(8,704)
Loans falling due after more than one year	(43,522)	8,704	-	-	-	(34,818)
Total	<u>892,522</u>	<u>(122,334)</u>	-	-	-	<u>770,188</u>

### 25 Members liability

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

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 26 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 Hampshire County Council. Both are multi-employer defined benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2019.

Contributions amounting to £88,430 were payable to the schemes at 31 August 2022 (2021: £86,003) and are included within creditors.

#### Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for 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 four years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

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

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 26 Pension and similar obligations (continued)

The next valuation result is due to be implemented from 1 April 2024.

The employer's pension costs paid to TPS in the period amounted to £606,504 (2021: £615,430).

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 pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2022 was as follows:

	2022	2021
	£	£
Employer's contributions	144,000	135,000
Employees' contributions	47,000	45,000
	<u>191,000</u>	<u>180,000</u>

The agreed contribution rates for future years are 18.9% 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 an 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.

#### Principal actuarial assumptions

	2022	2021
Rate of increase in salaries	3.8%	3.7%
Rate of increase for pensions in payment/inflation	2.8%	2.7%
Discount rate for scheme liabilities	4.1%	1.7%
Inflation assumption (CPI)	<u>2.8%</u>	<u>2.7%</u>

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

	2022	2021
Retiring today		
Males	22.9	23.1
Females	<u>25.4</u>	<u>25.5</u>
Retiring in 20 years		
Males	24.7	24.8
Females	<u>27.1</u>	<u>27.3</u>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 26 Pension and similar obligations (continued)

#### Sensitivity analysis

	Increase/(reduction) in defined benefit obligation	
	2022	2021
	£	£
Discount rate -0.1%	77,000	115,000
Mortality assumption – 1 year increase	91,000	185,000
CPI rate +0.1%	71,000	10,000

#### The Academy Trust's share of the assets in the scheme were:

	2022	2021
	£	£
Equities	1,776,000	1,783,000
Gilts	466,000	563,000
Property	239,000	190,000
Cash and other liquid assets	28,000	22,000
Other	558,000	550,000
Total market value of assets	<u>3,067,000</u>	<u>3,108,000</u>

The actual return on scheme assets was -£211,000 (2021: £467,000).

#### Amount recognised in the Statement of Financial Activities

	2021/22	2020/21
	£	£
Current service cost	419,000	348,000
Interest income	(54,000)	(43,000)
Interest cost	85,000	71,000
Total amount recognised in the SOFA	<u>450,000</u>	<u>376,000</u>

# The Burgate School and Sixth Form

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 26 Pension and similar obligations (continued)

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

	2021/22	2020/21
	£	£
At 1 September	5,005,000	4,141,000
Current service cost	419,000	348,000
Interest cost	85,000	71,000
Employee contributions	47,000	45,000
Actuarial (gain) / loss	(2,166,000)	360,000
Benefits paid	(21,000)	40,000
At 31 August	<u>3,369,000</u>	<u>5,005,000</u>

Changes in the fair value of Academy Trust's share of scheme assets:

	2021/22	2020/21
	£	£
At 1 September	3,108,000	2,421,000
Interest income	54,000	43,000
Actuarial (loss) / gain	(265,000)	424,000
Employer contributions	144,000	135,000
Employee contributions	47,000	45,000
Benefits paid	(21,000)	40,000
At 31 August	<u>3,067,000</u>	<u>3,108,000</u>

### 27 Related party transactions

No related party transactions took place in the period of account, other than certain trustees' remuneration and expenses already disclosed in note 9.

### 28 Agency arrangements

In the year the Academy Trust distributed 16-19 bursary funds to students as an agent for ESFA. In the accounting period ended 31 August 2022 the Academy Trust received £18,404 and disbursed £17,161 from the fund. An amount of £13,135 is included in other creditors relating to undistributed funds that are repayable to ESFA, if not used within the forthcoming financial year. Comparatives for the accounting period ending 31 August 2021 are £15,337 received, £15,295 disbursed and £11,891 included in other creditors.