

Company Registration No. 07411759 (England and Wales)

**PARK ROAD ACADEMY PRIMARY SCHOOL  
(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

**Haines Watts**  
Chartered Accountants & Registered Auditors  
Bridge House  
157A Ashley Road  
Hale  
Altrincham  
Cheshire  
WA14 2UT

# PARK ROAD ACADEMY PRIMARY SCHOOL

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# PARK ROAD ACADEMY PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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**Trustees**

Mr P Boughen  
Miss K Hart \*#  
Mr J Kenyon (resigned 29 January 2018) \*#  
Mr J Marshall (Chair of trustees) \*#  
Mrs R McKinlay (resigned 20 April 2018)  
Mrs J Rodger  
Mrs S Sommerville (term ended 6 March 2018, re-installed 9 May)  
Mrs J Wood  
Mr P Skuce (installed 9 February 2018) \*  
Mr B Spence (installed 8 February 2018) \*  
Mr J Sidwell (installed 18 June 2018)

\* members of the Personnel & Finance Committee  
# members of the Audit Committee

**Members**

Mr J Marshall  
Mr J Kenyon (resigned 29 January 2018)  
Mr J Lister  
Mr R Taylor (installed 29 January 2018)

**Senior management team**

- Headteacher Mrs R McKinlay (resigned 20 April 2018)
- Headteacher Miss K Hart
- SENDCo Miss L Edwards
- Office Manager Mrs L Richardson
- External Business Support Manager Mrs A Cohen

**Company registration number** 07411759 (England and Wales)

**Company name** Park Road Academy Primary School

**Principal & registered office**

Frieston Road  
Timperley  
Altrincham  
Cheshire  
WA14 5AP

**Independent auditor**

Haines Watts  
Bridge House  
Ashley Road  
Hale  
Altrincham  
WA14 2UT

**Bankers**

Lloyds Bank Plc  
76 Stamford New Road  
Altrincham  
Cheshire  
WA14 1BS

# **PARK ROAD ACADEMY PRIMARY SCHOOL**

## **TRUSTEES' REPORT**

***FOR THE YEAR ENDED 31 AUGUST 2018***

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The Trustees present their annual report together with the audited financial statements of the Academy Trust for the year ended 31 August 2018. The annual report serves the purpose of both a Trustees' report and a directors' report under company law.

The Academy Trust operates an academy for pupils aged 4 - 11 with a nursery for children aged 3 plus, servicing a catchment area in South Manchester. It has a pupil capacity of 30 children per year group and a 26 full-time equivalent place nursery and had 241 pupils (including nursery children) on roll as of July 2018.

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

#### Constitution

The Academy Trust is a company limited by guarantee (company number: 07411759) and an exempt charity. The charitable company's Memorandum and Articles of Association are the primary governing documents of the Academy Trust.

The Trustees of Park Road Academy Primary School are also the directors of the charitable company for the purposes of company law. The charitable company is known as Park Road Academy Primary School.

Details of the Trustees who served throughout the year except as noted are included in the reference and administrative details on page 1 together with details of the company's registered office.

#### Members' liability

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

#### Trustees' indemnities

The Academy Trust has insurance to cover Trustees' indemnity liability to the value of £1,000,000.

#### Principal activities

The principal objective and activity of the charitable company is the operation of Park Road Academy Primary School to provide education for pupils of different abilities between the ages of 3 and 11.

In accordance with the Articles of Association the charitable company has adopted a "Scheme of Governance" approved by the Secretary of State for Education.

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

Parent Trustees are appointed through a nomination and then ballot system. Nominations are asked from both teaching staff and support staff for staff trustee appointment. If there is more than one nomination a ballot system is then used. Member appointed Trustees are appointed by invitation from the Members. The Trustees are recommended to the Board of Trustees from the wider local community. All Trustees hold a period of office of 4 years then re-election is sought.

During the course of the year, one Parent Trustee was appointed to the Board in addition to two Member appointed Trustees.

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

During the year under review, the Trustees held 4 full Board of Trustees' meetings, 4 Personnel and Finance sub-committee meetings and 3 Audit sub-committee meetings. In addition, there have been various facilitated training events for the Trustees. The training and induction provided for new Trustees will depend on their existing experience. Where necessary, induction will provide training on charity, educational, legal and financial matters. All Trustees will be given a tour of the Academy Trust and the chance to meet staff and pupils. All Trustees are provided with access to copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Trustees. As there are normally only one or two new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. All Trustees are members of sub-committees.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### Organisational structure

The Academy Trust's unified management structure consists of four levels; the Members, the Trustees, the Senior Leadership Team (SLT) and the subject leaders. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Trustees are responsible for setting general policy, adopting an annual plan and budget, monitoring the Academy Trust by the use of budgets and making proper decisions about the direction of the Academy Trust, capital expenditure and senior staff appointments. In short, Trustees are responsible for the strategic wellbeing of the Academy Trust.

The SLT comprises the Headteachers (2) (as of 20 April 2018 only one Headteacher), an EYFS Lead, a SENDCo, an Office Manager and an external Business Support Manager. The SLT controls the Academy Trust at an executive level, implementing the policies laid down by the Trustees and reporting back to them. As a group, the SLT is responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment panels for posts within the SLT always include a Member of the Board of Trustees. Some spending and budgetary control is devolved to the school Office Manager, senior managers and subject co-ordinators, with limits above which must be countersigned by a senior member of staff.

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

#### Headteachers

The Headteachers' pay is set based on performance. Annually, a Headteachers' Performance Management Committee meeting is arranged which includes Trustees and an external advisor from Trafford LA is also invited to attend. All members of the committee scrutinise the School Development Plan (SDP) and then receive an outline of the progress made on the SDP from the Headteachers. Ordinarily, the Headteachers are then interviewed by the LA advisor and then by the Personnel & Finance Committee. The LA advisor and Personnel & Finance Committee meet without the Headteachers being present and discuss the progress made and determine the pay to be awarded to the individual Headteachers.

#### SLT

The Headteachers carry out the performance management of the SLT as set out in the Performance Management Policy. The Headteachers then report back to the Personnel & Finance Committee their findings and recommendations. This is then discussed by the Personnel & Finance Committee and decisions are made regarding the pay and targets for individual members of the SLT.

A member of the Board of Trustees annually monitors the implementation of the school's Performance Management Policy in order to ensure to policy is implemented with due diligence.

#### Risk Management

The Academy Trust has a formal, written risk register, which has been reviewed by the Audit Committee and is awaiting ratification by the Trustees. In this register, the Trustees have assessed the major risks to which the Academy Trust is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy Trust. The Trustees have implemented a number of systems to assess risks that the Academy Trust faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of the Academy Trust's grounds) and internal financial controls (see below) in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy Trust's Audit Committee oversees the risk to the Academy Trust.

#### Trade union facility time

There were no relevant union officials during 2017/18 and consequently there was no time or pay bill spent on either facility time or any paid trade union activities.

#### Related parties and other connected charities and organisations

Details of related party transactions are detailed in note 20. Staff Trustees are only remunerated as members of staff and in accordance with national pay scales. The Members, Trustees, Senior Staff and their families are regarded as related parties in accordance with the definitions in the Charities SORP.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### **Objectives and activities**

The principal objective and activity of the charitable company is the operation of Park Road Academy Primary School to provide education for pupils of different abilities between the ages of 3 and 11.

In accordance with the Articles of Association the charitable company has adopted a "Scheme of Governance" approved by the Secretary of State for Education.

### Objectives and aims

The main objectives of the Academy Trust are:-

- to raise achievement and aspirations for all through the use of innovation and new technologies;
- to deliver a personalised curriculum which is fit for the 21<sup>st</sup> century through an outstanding learning infrastructure; and
- to ensure that all pupils are actively engaged in the curriculum and are making good progress.

### Objectives, strategies and activities

In order to achieve its objectives the Academy Trust will take steps to ensure the financial viability of the school and develop the curriculum to ensure that the academic and behavioural standards are maintained/improved.

### Public benefit

The Trustees have complied with their duty as specified in Section 4 of the Charities Act 2011, to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The Academy Trust serves the local community, taking pupils from the Timperley area, regardless of race, gender, physical or academic ability.

The Trustees and SLT are responsible for setting a strategy for achieving the objectives they have set. The focus of our strategy is on the development of our pupils to achieve their highest levels both academically and culturally. To achieve these aims the school ensures:-

- the range of cross curricular activities available to our pupils are stimulating and challenging; and
- investment is made in technology and infrastructure of our school in order that the school provides a stimulating environment for our pupils.

Our ethos:-

- A caring school serving the local community and society
- We welcome pupils from all backgrounds
- Address the individual educational needs of our pupils e.g. SEND, EAL, wellbeing etc.
- Educate pupils to the best of their potential
- Support the local community by undertaking fund raising charitable activities

We are an equal opportunity organisation and are committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, sex or disability. Our school is committed to safeguarding and promoting the welfare of our pupils and expects all staff to share this commitment.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### Strategic report

#### Achievements and performance 2017 - 2018

The Academy Trust continues to achieve results above the national average for the age-related expectations at the end of KS1 and KS2, demonstrating expected progress and very good attainment.

Assessment Point	% Achieved at Park Road	National Average
GLD (Reception)	90%	72%
Phonics Screening (Y1)	100%	82%
Phonics Screening (Y2)	100%	92%

End of Key Stage 1 (TA)	EXS/GDS	PRAPS %	National %
Reading	Met Expected Standard	93%	76%
	Greater Depth Standards	47%	26%
Writing	Met Expected Standard	83%	70%
	Greater Depth Standards	33%	16%
Mathematics	Met Expected Standard	90%	76%
	Greater Depth Standards	37%	22%

End of Key Stage 2	EXS/GDS	PRAPS %	National %
Reading	Met Expected Standard	100%	75%
	Greater Depth Standards	47%	28%
Grammar, Punctuation & Spelling (GPS)	Met Expected Standard	100%	78%
	Greater Depth Standards	80%	34%
Writing (TA)	Met Expected Standard	100%	78%
	Greater Depth Standards	30%	20%
Mathematics	Met Expected Standard	97%	76%
	Greater Depth Standards	63%	24%
Reading, Writing & Mathematics Combined	Met Expected Standard	97%	64%
	Greater Depth Standards	27%	10%

	PRAPS Scaled Score	National Scaled Score	Progress Score
Reading	110	105	+2.0
GPS	109	104	+0.6
Writing	113	104	+4.2
Mathematics	111	106	N/A

#### Key performance indicators

- Ofsted: the Academy Trust was graded as Outstanding by Ofsted in 2008.
- Attendance 2017/2018: R-Y6 Authorised Absence 2.72% Unauthorised absence: 0.25% both figures are below the national average in comparison with 2016 - 2017 statistics.
- Oversubscription figures: 288 applicants for a 30 place Reception class intake in September 2017, of which, 63 were first choice (statistics supplied by Trafford Admission's Department).

# PARK ROAD ACADEMY PRIMARY SCHOOL

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### Going concern

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

### Financial review

The majority of the Academy Trust's income is obtained from the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the ESFA during the year ended 31 August 2018 and the associated expenditure are shown as restricted funds in the statement of financial activities.

The Academy Trust also receives grants for fixed assets from the ESFA and from other government bodies. In accordance with the Charities Statement of Recommended Practice, 'Accounting and Reporting by Charities' (SORP 2015), such grants are shown in the statement of financial activities as restricted income in the fixed asset fund.

The Academy Trust's financial position for the year to 31 August 2018 demonstrates total income of £1,205,000 with a net deficit for the year to 31 August 2018 of £77,000, before depreciation and actuarial gains on the defined benefit pension scheme.

At 31 August 2018 the net book value of fixed assets was £3,698,000. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy Trust.

Under accounting standard FRS102, it is necessary to charge projected deficits on the Local Government Pension Scheme, which is provided for support staff, to the restricted fund. This resulted in the pension fund showing a deficit of £181,000 which has been carried forward to 2018/2019. **It should be noted that this does not present a liquidity problem for the Academy Trust and that we are reviewing contributions to the pension scheme in order to see a reduction in the pension deficit in future years. In the year, the Academy Trust has reduced consultancy costs without impacting on the high quality of teaching as can be seen by the exceptional results achieved.**

A review of the three year budget forecast identified that the Academy Trust was overspending year on year, thereby reducing the reserves significantly, the Trustees made the decision to restructure the Headteacher position, reducing from two FTE non-teaching Heads to one. The result of this would be annual savings of over £70,000. During the consultation process, one Headteacher requested a Voluntary Redundancy package.

### Teacher supply costs

Teacher supply costs were higher than 2016-2017 as a result of the long term sickness of a senior member of staff. The majority of staff are covered by staff absence insurance, which ensured that staff requiring support were treated promptly with the minimum of disruption.

### Financial and risk management objectives and policies

Trustees have carried out a formal assessment of risks and have taken steps to mitigate any identified. In addition, insurance is in place to cover any eventualities.

### Reserves policy

The Trustees review the reserve levels of the Academy Trust annually. This review encompasses the nature of income and expenditure stream, the need to match income with commitments and the nature of reserves. The Trustees have determined that the appropriate level of free reserves should be equivalent to 1 month of the GAG, approximately £61,000. The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The Personnel & Finance Committee considered the school's reserve funds on 31 August 2018. The Academy Trust's level of free reserves (total funds less the amount held in fixed assets restricted fund and pension reserve) was £425,000 and bank balances of £463,000 cover any immediate call on reserves.

### Investment policy

No specific investments are entered into. It is the Academy Trust's policy to use any existing funds to improve/maintain the fabric of the building and ensure that the curriculum meets the needs of the pupils. The impact of investments is identified through the educational development of the pupils.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### Principal risks and uncertainties

Park Road Academy Primary School has adopted a risk management process including the creation of a risk register (currently awaiting ratification) and risk review process. The objectives will be to determine an approach and, where it is considered necessary, put in place measures of control and mitigation in order to manage risk.

The principal risks are seen as the loss of reputation through falling standards, falling student rolls and failure to safeguard our students.

Key controls in place are:

- an organisational structure with defined roles, responsibilities and authorisation levels;
- terms of reference for the committees of the board of Trustees;
- financial planning, budgeting and regular management reporting highlighting areas of financial risk;
- formal written and published policies for employees; and
- vetting procedures as required by law for the protection of the vulnerable.

The Academy Trust has recognised its share of the Local Government Pension Scheme (LGPS) assets and liabilities in accordance with Financial Reporting Standard No. 102. A deficit has been recognised at 31 August 2018.

### **Fundraising**

The Academy Trust does not carry out any fundraising activities with any commercial or professional fundraisers. It is the Academy Trust's policy to use any existing funds to improve/maintain the fabric of the building and ensure that the curriculum meets the needs of the pupils. Some fundraising is carried out by The Friends of Park Road (the Parent – Teacher Association) who put on events for the benefit of the students (such as a cinema morning, discos and the school fair). These events will also raise some funds. Funds raised through these events can then be used by Park Road Academy Primary School for the benefit of the students (for example paying for external theatre or educational companies to attend school and put on a performance, pay for additional resources to assist with the student's learning or to pay for an end of year treat for the students).

### **Plans for future periods**

Park Road Academy School are still considering strategies to deal with the decline of nursery numbers on roll. The school wishes to take action which will enable it to be able to maintain current staffing levels and also invest in initiatives that will maintain the educational high standards the school is currently achieving.


Park Road Academy School is still interested in being a lead school in a Multi Academy Trust (MAT). The school will continue to undertake actions that enable other schools to be aware of PRA's intention to be a lead school.

### **Auditor**

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 13.12.18 and signed on the board's behalf by:

  
.....  
**Mr J Marshall**  
Chair of Trustees

# PARK ROAD ACADEMY PRIMARY SCHOOL

## GOVERNANCE STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2018

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### Scope of responsibility

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

We are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Academy Trust and enable us to ensure the financial statements comply with the Companies Act. We also acknowledge responsibility for safeguarding the assets of the Academy Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the Academy Trust is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the Academy Trust or for publication is reliable; and
- the Academy Trust complies with relevant laws and regulations.

The Board of Trustees has delegated the day-to-day responsibility to one of the Headteachers (the Headteacher as of 20 April 2018), 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 Park Road Academy Primary School and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

### 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 met 4 times during the year. Attendance during the meetings of the full Board of Trustees was as follows:

Trustee	Meetings attended	Out of possible
Mr P Boughen	3	4
Miss K Hart	3	4
Mr J Kenyon (resigned 29 January 2018)	1	1
Mr J Marshall	4	4
Mrs R McKinlay (resigned 20 April 2018)	1	1
Mrs J Rodger	4	4
Mrs S Somerville (term ended 6 March 2018, re-installed 9 May 2018)	2	2
Mrs J Wood	3	3
Mr P Skuce (installed 9 February 2018)	3	3
Mr B Spence (installed 8 February 2018)	3	3
Mr J Sidwell (installed 18 June 2018)	1	1

The Personnel & Finance Committee is a sub-committee of the main board of Trustees. Its purpose is to report to the full Board of Trustees on a timely basis the finances of the Academy Trust.

Attendance at meetings in the year 2017 - 2018 was as follows:-

Trustee	Meetings attended	Out of possible
Mr J Kenyon (resigned 29 January 2018)	2	2
Mr J Marshall	4	4
Mrs R McKinlay (resigned 20 April 2018)	3	3
Miss K Hart	4	4
Mr P Skuce (installed 9 February 2018)	2	2
Mr B Spence (installed 8 February 2018)	1	2

# PARK ROAD ACADEMY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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The Audit Committee is also a sub-committee of the main board of Trustees. Its purpose is to ensure that financial procedures are completed in line with the academy's policies.

Attendance at meetings in the year 2017 - 2018 was as follows:-

Trustee	Meetings attended	Out of possible
Mr J Kenyon (resigned 29 January 2018)	1	1
Mr J Marshall	3	3
Mrs R McKinlay (resigned 20 April 2018)	2	2
Miss K Hart	3	3
Mrs J Wood	3	3
Mr P Skuce (installed 9 February 2018)	1	1
Mr B Spence (installed 8 February 2018)	1	1

### Review of value for money

As Accounting Officer of Park Road Academy Primary School one of the Headteachers (the Headteacher as of 20 April 2018) is responsible and accountable for ensuring that the Academy Trust delivers good value in the use of public resources and is aware of the guide to academy value for money statements published by the Education and Skills Funding Agency and 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.

Set out below is how the accounting officer has ensured that the Academy Trust's use of its resources has provided good value for money during the academic year.

### What is value for money?

Value for money is about achieving the best possible educational and wider societal outcomes through the economic, efficient and effective use of all the resources in the Academy Trust's charge.

### What is the role of the accounting officer in this context?

Accounting Officers are personally responsible and publicly accountable for achieving the best possible value for money in their organisation. This includes the economic, efficient and effective use of all the resources in their charge, for example:

- to produce better educational results;
- the avoidance of waste and extravagance;
- the prudent and economical administration of the organisation;
- the establishment and maintenance of a system of financial governance, including sound internal spending controls, keeping up to date financial records, continuous financial monitoring and timely reporting; and
- ensuring all financial transactions represent value for money.

A key objective is to achieve value for money not only for the organisation itself but for the taxpayer more generally. So whilst it involves an Academy Trust living within its budget and using its resources properly and with probity, it is primarily about how it continuously improves both the educational and wider societal outcomes for its pupils with the resources available.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### What should be considered in assessing value for money?

The academy Leadership Team and Trustees at Park Road Academy Primary School are committed to achieving value for money in all decisions made. We use the principles of best value as they apply to securing continuous improvement in the Academy Trust and will:

- regularly review the functions of the Academy Trust, challenging how and why services are provided and setting targets and performance indicators for improvement;
- monitor outcomes and compare performance with similar establishments and within the Academy Trust; we will monitor our own financial progress through monitoring of key financial performance indicators, particularly with regards to staffing costs;
- consult appropriate stakeholders before major decisions are made;
- promote fair competition through quotations and tenders to ensure that goods and services are secured in the most economic, efficient and effective way possible; and
- strive to ensure that the Academy Trust is using its resources effectively to meet the needs of its students.

In addition to the above we aim to improve educational results through;

- our diverse curriculum that ensures all students have the opportunity to raise their individual levels of attainment;
- regularly reviewing the staffing structure to ensure all staff are efficiently deployed and are appropriately qualified and experienced specialists in their field;
- focusing on the differing needs of every pupil, this is reflected in the outcomes for all pupils; and
- having good tracking systems to record all aspects of student data including progress through school and to ensure that interventions and support are targeted to achieve value for money.

### Improving educational results:

We have ensured that resources are directed where they are most needed and most effective in meeting educational requirements, for example by targeting resources in line with the School Development Plan (SDP) priorities, including:

- Implemented a system to track pupil progress in foundation subjects.
- Developed a growth mindset in all children and staff in order for them to maximize their learning potential.
- Evolved the science curriculum to allow for more inquiry and investigative based approaches to learning.
- Built on strategies to engage and motivate boys in writing.
- Built on strategies to improve the progress and attainment of FSM and SEND children in reading, writing and mathematics by the end of Key Stage 2.

The effectiveness of these strategies can be seen in improved pupil outcomes and staff observations.

### Financial governance and oversight:

Our governance arrangements include regular monitoring by the Trustees, the Board of Trustees and its committees, including the Personnel & Finance Committee. They receive regular financial reports and ask relevant questions as evidenced in meeting minutes.

Our Chair of Trustees is a member of the National Leaders of Governance.

Our Audit Committee and the Personnel & Finance Committee each meet half termly/termly to review the financial position and procedures of the Academy Trust.

The work of the Audit Committee and the Personnel & Finance Committee are further informed by an external Business Support Manager, along with the Office Manager.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### Better purchasing:

Examples of steps taken to ensure value for money when purchasing include:

- exploring alternative purchasing options both on-line, and direct through suppliers, to find the best value possible;
- best value quotations gained on major spend resources;
- knowing when it is necessary to gain best value quotes and when it is not, in order to save wasting a lot of time for little gain;
- our Office Manager striving to drive down costs through good procurement and negotiation practices throughout 2017 - 2018, including areas of property management, Academy Trust insurances, photocopying and school trip travel costs and ensuring any overcharges on invoices from businesses used, were corrected;
- contracts and service level agreements are reviewed on a regular basis to ensure they are fit for purpose and best value. For example catering, cleaning, grounds maintenance; and
- The Office Manager has met with other school administrators to share good practice.

### Better income generation:

Examples of steps to maximise income include:-

- the running of a very successful breakfast and after-school club;
- the running of a very successful holiday club that is now so popular it admits non-pupils; and
- the running of a weekly playgroup.

### Reviewing controls and managing risks:

The Personnel & Finance Committee, Headteachers, Office Manager, budget holders and the Senior Leadership Team have reviewed regular budget reports, including future recommendations. This has ensured that spending is within budget and forward plans are agreed and implemented when there has been any variance.

Actions taken to manage risk include the purchase of an appropriate level of insurance cover.

Professional advice (for example from the HR and legal service providers) has also been sought when needed.

### Future objectives:

We recognise the need to further develop relationships with other academies and/or local schools and/or community groups, in order to benefit from economies of scale in procuring products and services, developing staff and sharing knowledge, skill and expertise.

### **The purpose of the system of internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Academy Trust's 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 Park Road Academy Primary School for the period 1 September 2017 to 31 August 2018 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 which have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal on-going process identifying, evaluating and managing the Academy Trust's significant risks that have been in place for the period 1 September 2017 to 31 August 2018 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Trustees.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### The risk and control framework

The Academy Trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability in particular, it includes:

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Board of Trustees;
- regular reviews by the Personnel & Finance Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties; and
- Identification and management of risks.

The Board of Trustees has considered the need for a specific internal audit function and has decided not to appoint an internal auditor.

### Review of effectiveness

As Accounting Officer, one of the Headteachers (the Headteacher as of 20 April 2018) 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 leadership and management within the Academy Trust who have responsibility for the development and maintenance of the internal control framework;
- the work of the Personnel & Finance Committee; and
- the work of the external auditors.

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

Approved by order of the Board of Trustees on 13.12.18..... and signed on its behalf by:



.....  
Mr J Marshall  
Chair of Trustees



.....  
Miss K Hart  
Accounting Officer

# PARK ROAD ACADEMY PRIMARY SCHOOL

## STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

*FOR THE YEAR ENDED 31 AUGUST 2018*

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As accounting officer of Park Road Academy Primary School I have considered my responsibility to notify the academy trust board of trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the academy trust's board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2017.

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.



Miss K Hart  
Accounting Officer

Date: *13.12.18*

# PARK ROAD ACADEMY PRIMARY SCHOOL

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 AUGUST 2018*

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The trustees (who are also the directors of Park Road Academy Primary School for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Annual Accounts Direction issued 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 accounts for each financial year. Under company law the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period.

In preparing these accounts, the trustees are required to:

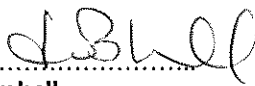
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the board of trustees on 31/12/18 and signed on its behalf by:

  
.....  
**Mr J Marshall**  
**Chair of Trustees**

# **PARK ROAD ACADEMY PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PARK ROAD ACADEMY PRIMARY SCHOOL**

***FOR THE YEAR ENDED 31 AUGUST 2018***

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### **Opinion**

We have audited the accounts of Park Road Academy Primary School for the year ended 31 August 2018 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018.

### **Basis for opinion**

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

### **Conclusions relating to going concern**

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

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

### **Other information**

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

# **PARK ROAD ACADEMY PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PARK ROAD ACADEMY PRIMARY SCHOOL (CONTINUED)**

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report including the incorporated strategic report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the trustees' report including the incorporated strategic report have been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report, including the incorporated strategic report.

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

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

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

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

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

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

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

# PARK ROAD ACADEMY PRIMARY SCHOOL

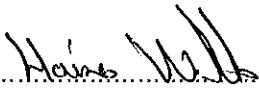
## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PARK ROAD ACADEMY PRIMARY SCHOOL (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2018*

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### Use of our report

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



.....  
**John Whittick BSc FCA (Senior Statutory Auditor)**

**for and on behalf of Haines Watts**

**Chartered Accountants**

**Statutory Auditor**

Bridge House

Ashley Road

Hale

Altrincham

Cheshire WA14 2UT

Date: *12/18* .....

# **PARK ROAD ACADEMY PRIMARY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO PARK ROAD ACADEMY PRIMARY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY**

***FOR THE YEAR ENDED 31 AUGUST 2018***

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In accordance with the terms of our engagement letter dated 7 August 2014 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Park Road Academy Primary School during the period 1 September 2017 to 31 August 2018 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 Park Road Academy Primary School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Park Road Academy Primary School and ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Park Road Academy Primary School and ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Park Road Academy Primary School's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Park Road Academy Primary School's funding agreement with the Secretary of State for Education dated 1 January 2011 and the Academies Financial Handbook, extant from 1 September 2017, 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 2017 to 2018. 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 2017 to 31 August 2018 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

### **Approach**

We conducted our engagement in accordance with the Academies Accounts Direction 2017 to 2018 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

# PARK ROAD ACADEMY PRIMARY SCHOOL

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO PARK ROAD ACADEMY PRIMARY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

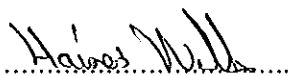
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The work undertaken to draw to our conclusion includes:

- We have confirmed that the activities conform to the academy trust's framework of authorities. As identified by review of minutes, management accounts, discussion with the accounting officer and other key management personnel.
- We have carried out an analytical review as part of the consideration of whether general activities of the academy trust are within the academy trust's framework of authorities.
- We have considered the evidence supporting the accounting officer's statement on regularity, propriety and compliance and have evaluated the general control environment of the academy trust and extended the procedures required for financial statements to include regularity.
- We have assessed and tested a sample of the specific control activities over regularity of a particular activity. In performing sample testing of expenditure, we have considered whether the activity is permissible within the academy trust's framework of authorities. We confirm that each item tested has been appropriately authorised in accordance with the academy trust's delegated authorities and that the internal delegations have been approved by the board of trustees, and conform to the limits set by the Department for Education.
- Formal representations have been obtained from the board of trustees and the accounting officer acknowledging their responsibilities including disclosing all non-compliance with laws and regulations specific to the authorising framework, access to accounting records, provision of information and explanations, and other matters where direct evidence is not available.
- In performing sample testing of expenditure, we have reviewed against specific terms of grant funding within the funding agreement. We have reviewed the list of suppliers and have considered whether supplies are from related parties and have reviewed minutes for evidence of declaration of interest, and whether or not there was involvement in the decision to order from this supplier.
- We have performed sample testing of other income and tested whether activities are permitted within the academy trust's charitable objects.

### 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 2017 to 31 August 2018 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



Haines Watts  
Reporting Accountant

Dated: 15/11/18

# PARK ROAD ACADEMY PRIMARY SCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

FOR THE YEAR ENDED 31 AUGUST 2018

	Notes	Unrestricted Funds £(000)	Restricted funds: General    Fixed asset £(000)    £(000)		Total 2018 £(000)	Total 2017 £(000)
<b>Income and endowments from:</b>						
Donations and capital grants	3	5	-	7	12	11
Charitable activities:						
- Funding for educational operations	4	-	951	-	951	944
Other trading activities	5	242	-	-	242	261
<b>Total</b>		<u>247</u>	<u>951</u>	<u>7</u>	<u>1,205</u>	<u>1,216</u>
<b>Expenditure on:</b>						
Raising funds	6	148	-	-	148	133
Charitable activities:						
- Educational operations	7	39	1,088	99	1,226	1,158
<b>Total</b>	6	<u>187</u>	<u>1,088</u>	<u>99</u>	<u>1,374</u>	<u>1,291</u>
<b>Net income/(expenditure)</b>		60	(137)	(92)	(169)	(75)
Transfers between funds	15	(74)	80	-	6	-
<b>Other recognised gains/(losses)</b>						
Actuarial gains on defined benefit pension schemes	16	-	99	-	99	14
<b>Net movement in funds</b>		(14)	42	(92)	(64)	(61)
<b>Reconciliation of funds</b>						
Total funds brought forward		439	(223)	3,790	4,006	4,067
Total funds carried forward		<u>425</u>	<u>(181)</u>	<u>3,698</u>	<u>3,942</u>	<u>4,006</u>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## BALANCE SHEET

AS AT 31 AUGUST 2018

	Notes	2018 £(000)	£(000)	2017 £(000)	£(000)
<b>Fixed assets</b>					
Tangible assets	11		3,698		3,790
<b>Current assets</b>					
Debtors	12	21		51	
Cash at bank and in hand		463		460	
		<u>484</u>		<u>511</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	13	(59)		(72)	
		<u>425</u>		<u>439</u>	
<b>Net current assets</b>			425		439
<b>Net assets excluding pension liability</b>			4,123		4,229
Defined benefit pension scheme liability	16		(181)		(223)
			<u>3,942</u>		<u>4,006</u>
<b>Net assets</b>			<u>3,942</u>		<u>4,006</u>
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	15				
- Fixed asset funds			3,698		3,790
- Pension reserve			(181)		(223)
			<u>3,517</u>		<u>3,567</u>
<b>Total restricted funds</b>			3,517		3,567
<b>Unrestricted income funds</b>	15		425		439
			<u>3,942</u>		<u>4,006</u>
<b>Total funds</b>			<u>3,942</u>		<u>4,006</u>

The accounts were approved by the trustees and authorised for issue on and are signed on their behalf by:

  
.....  
Mr J Marshall  
Chair of Trustees

13.12.18

Company Number 07411759

# PARK ROAD ACADEMY PRIMARY SCHOOL

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2018

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	Notes	2018 £(000)	£(000)	2017 £(000)	£(000)
<b>Cash flows from operating activities</b>					
Net cash (used in)/provided by operating activities	18		(3)		2
<b>Cash flows from investing activities</b>					
Capital grants from DfE Group		7		7	
Purchase of tangible fixed assets		(1)		(31)	
<b>Net cash provided by/(used in) investing activities</b>			<u>6</u>		<u>(24)</u>
<b>Net increase/(decrease) in cash and cash equivalents in the reporting period</b>			3		(22)
Cash and cash equivalents at beginning of the year			<u>460</u>		<u>482</u>
<b>Cash and cash equivalents at end of the year</b>			<u><u>463</u></u>		<u><u>460</u></u>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

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

#### 1.1 Basis of preparation

The accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Park Road Academy Primary School meets the definition of a public benefit entity under FRS 102.

#### 1.2 Going concern

The trustees assess whether the use of going concern is appropriate, ie 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.

#### 1.3 Income

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

##### Grants

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

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

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

##### Donations

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

##### Other income

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

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

#### 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'.

#### Donated fixed assets

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

### 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All resources expended are inclusive of irrecoverable VAT.

#### Expenditure on raising funds

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

#### Charitable activities

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

### 1.5 Tangible fixed assets and depreciation

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful life. Where there are specific conditions attached to the funding requirement 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 so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the academy trust's depreciation policy. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

---

### 1 Accounting policies

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

Land and buildings	Leasehold land - nil, Leasehold buildings - 50 years
Computer equipment	3 years
Fixtures, fittings & equipment	7 years

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

### 1.6 Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy trust anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods of services it must provide.

### 1.7 Leased assets

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

### 1.8 Financial instruments

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

#### Financial assets

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

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

#### Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

### 1.9 Taxation

The academy trust is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the academy trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### 1.10 Pensions benefits

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

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 1 Accounting policies

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy 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 on the basis of quadrennial valuations using a projected unit method. The TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

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

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

#### 1.11 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the Education and Skills Funding Agency where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received and include grants from the Education and Skills Funding Agency.

### 2 Critical accounting estimates and areas of judgement

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

#### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 16, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. 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.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 3 Donations and capital grants

	Unrestricted funds £(000)	Restricted funds £(000)	Total 2018 £(000)	Total 2017 £(000)
Capital grants	-	7	7	7
Other donations	5	-	5	4
	<u>5</u>	<u>7</u>	<u>12</u>	<u>11</u>

The income from donations and capital grants was £12,000 (2017: £11,000) of which £5,000 was unrestricted (2017: £4,000) and £7,000 was restricted fixed assets (2017: £7,000).

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

	Unrestricted funds £(000)	Restricted funds £(000)	Total 2018 £(000)	Total 2017 £(000)
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	741	741	757
Other DfE group grants	-	72	72	64
	<u>-</u>	<u>813</u>	<u>813</u>	<u>821</u>
<b>Other government grants</b>				
Local authority grants	-	138	138	123
	<u>-</u>	<u>138</u>	<u>138</u>	<u>123</u>
<b>Total funding</b>	<u>-</u>	<u>951</u>	<u>951</u>	<u>944</u>

The income from funding for educational operations was £951,000 (2017: £944,000) of which £951,000 was restricted (2017: £944,000).

The academy trust received £138,000 (2017 - £123,000) from the local authority in the year, being £25,000 (2017: £21,000) high needs funding and £113,000 (2017 - £102,000) early years funding. There were no unfulfilled conditions or other contingencies relating to the grants in the year.

### 5 Other trading activities

	Unrestricted funds £(000)	Restricted funds £(000)	Total 2018 £(000)	Total 2017 £(000)
Catering income	26	-	26	37
Other income	216	-	216	224
	<u>242</u>	<u>-</u>	<u>242</u>	<u>261</u>

The income from other trading activities was £242,000 (2017: £261,000) of which £242,000 was unrestricted (2017: £261,000).

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 6 Expenditure

	Staff costs £(000)	Non Pay Expenditure Premises £(000)	Other £(000)	Total 2018 £(000)	Total 2017 £(000)
Expenditure on raising funds					
- Direct costs	89	-	59	148	133
Academy's educational operations					
- Direct costs	556	83	83	722	671
- Allocated support costs	269	113	116	498	487
	<u>914</u>	<u>196</u>	<u>258</u>	<u>1,368</u>	<u>1,291</u>

The expenditure on raising funds was £148,000 (2017: £133,000) of which £148,000 was unrestricted (2017: £133,000).

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

	2018 £(000)	2017 £(000)
Fees payable to auditor for:		
- Audit	5	6
- Other services	-	1
Operating lease rentals	2	1
Depreciation of tangible fixed assets	93	98
Net interest on defined benefit pension liability	6	5
	<u>6</u>	<u>5</u>

### 7 Charitable activities

	Unrestricted funds £(000)	Restricted funds £(000)	Total 2018 £(000)	Total 2017 £(000)
<b>Direct costs</b>				
Educational operations	26	696	722	671
<b>Support costs</b>				
Educational operations	13	485	498	487
	<u>39</u>	<u>1,181</u>	<u>1,220</u>	<u>1,158</u>

The expenditure on educational operations was £1,220,000 (2017: £1,158,000) of which £39,000 was unrestricted (2017: £39,000), £1,088,000 was restricted (2017: £1,021,000) and £93,000 was restricted fixed assets (2017: £98,000).

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 7 Charitable activities

Analysis of costs	2018 £(000)	2017 £(000)
<b>Direct costs</b>		
Teaching and educational support staff costs	547	481
Staff development	9	10
Depreciation	83	88
Educational supplies and services	70	79
Educational consultancy	13	13
	<u>722</u>	<u>671</u>
<b>Support costs</b>		
Support staff costs	269	224
Depreciation	10	10
Maintenance of premises and equipment	23	30
Cleaning	29	20
Energy costs	24	25
Rent, rates and other occupancy costs	19	10
Insurance	8	17
Catering	37	37
Interest on defined benefit pension scheme	6	5
Other support costs	54	99
Governance costs	19	10
	<u>498</u>	<u>487</u>

### 8 Staff

#### Staff costs

Staff costs during the year were:

	2018 £(000)	2017 £(000)
Wages and salaries	621	650
Social security costs	56	51
Pension costs	147	114
	<u>824</u>	<u>815</u>
Staff costs	824	815
Agency staff costs	43	13
Staff restructuring costs	38	-
Staff development and other staff costs	9	10
	<u>914</u>	<u>838</u>
Total staff expenditure	914	838
Staff restructuring costs comprise:		
Redundancy payments	38	-
	<u>38</u>	<u>-</u>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 8 Staff

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

Included in staff restructuring costs are non-statutory/non-contractual severance payments totalling £37,954 (2017: £ nil). The net payment of £30,839 was made on 01/05/2018.

#### Staff numbers

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

	2018 Number	2017 Number
Teachers	7	9
Administration and support	21	17
Management	6	5
	<u>34</u>	<u>31</u>

#### Higher paid staff

There were no employees whose annual remuneration was £60,000 or more.

#### Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £293,000 (2017: 276,000)

### 9 Trustees' remuneration and expenses

The co-head teachers and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of co-head teachers and staff, and not in respect of their services as trustees. Other trustees did not receive any payments, other than expenses, from the academy trust in respect of their role as trustees. During the year ended 31 August 2018 no travel and subsistence expenses were reimbursed to trustees (2017: £nil).

The value of trustees' remuneration was as follows:

R McKinlay (co-head teacher and trustee, resigned on 20 April 2018)  
Remuneration £55,001 - £60,000 (2017: £45,001 - £50,000)  
Employer's pension contribution £5,001 - £10,000 (2017: £5,001 - £10,000)

K Hart (co-head teacher and trustee, appointed head teacher from 21 April 2018)  
Remuneration £55,001 - £60,000 (2017: £50,001 - £55,000)  
Employer's pension contribution £5,001 - £10,000 (2017: £5,001 - £10,000)

P Boughen (staff trustee)  
Remuneration £20,001 - £25,000 (2017: £15,001 - £20,000)  
Employer's pension contribution £1 - £5,000 (2017: £nil)

J Sidwell (staff trustee, appointed 18 June 2018)  
Remuneration £5,001 - £10,000 (2017: £nil)  
Employer's pension contribution £1 - £5,000 (2017: £nil)

Other related party transactions involving the trustees are set out within the related parties note.

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 10 Trustees and officers insurance

In accordance with normal commercial practice, the academy trust has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. The insurance provides cover up to £1,000,000 on any one claim. The cost of this insurance is included in the total insurance cost.

### 11 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Total
	£(000)	£(000)	£(000)	£(000)
<b>Cost</b>				
At 1 September 2017	4,160	252	141	4,553
Additions	-	1	-	1
At 31 August 2018	4,160	253	141	4,554
<b>Depreciation</b>				
At 1 September 2017	423	237	103	763
Charge for the year	67	12	14	93
At 31 August 2018	490	249	117	856
<b>Net book value</b>				
At 31 August 2018	3,670	4	24	3,698
At 31 August 2017	3,737	15	38	3,790

The net book value of land and buildings comprises:

	2018 £(000)	2017 £(000)
Freeholds	3,670	-
Long leaseholds (over 50 years)	-	3,737
	3,670	3,737

### 12 Debtors

	2018 £(000)	2017 £(000)
VAT recoverable	3	11
Prepayments and accrued income	18	40
	21	51

**PARK ROAD ACADEMY PRIMARY SCHOOL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

<b>13</b>	<b>Creditors: amounts falling due within one year</b>	<b>2018</b>	<b>2017</b>
		<b>£(000)</b>	<b>£(000)</b>
	Accruals and deferred income	59	72
		<u>          </u>	<u>          </u>
<b>14</b>	<b>Deferred income</b>	<b>2018</b>	<b>2017</b>
		<b>£(000)</b>	<b>£(000)</b>
	Deferred income is included within:		
	Creditors due within one year	23	42
		<u>          </u>	<u>          </u>
	Deferred income at 1 September 2017	42	34
	Released from previous years	(42)	(34)
	Resources deferred in the year	23	42
		<u>          </u>	<u>          </u>
	<b>Deferred income at 31 August 2018</b>	<b>23</b>	<b>42</b>
		<u>          </u>	<u>          </u>

Included in deferred income at 31 August 2018 are amounts relating to UIFSM and nursery and wrap around club income received in advance.

<b>15</b>	<b>Funds</b>				
		<b>Balance at</b>		<b>Gains,</b>	<b>Balance at</b>
		<b>1 September</b>		<b>losses and</b>	<b>31 August</b>
		<b>2017</b>	<b>Income</b>	<b>transfers</b>	<b>2018</b>
		<b>£(000)</b>	<b>£(000)</b>	<b>£(000)</b>	<b>£(000)</b>
	<b>Restricted general funds</b>		<b>Expenditure</b>		
	General Annual Grant (GAG)	-	741	(821)	80
	Other DfE / ESFA grants	-	72	(72)	-
	Other government grants	-	138	(138)	-
	Pension reserve	(223)	-	(57)	99
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
		(223)	951	(1,088)	179
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<b>Restricted fixed asset funds</b>				
	Transfer on conversion	3,741	-	(40)	-
	DfE group capital grants	5	7	(15)	-
	Capital expenditure from GAG	44	-	(44)	-
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
		3,790	7	(99)	-
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<b>Total restricted funds</b>	<b>3,567</b>	<b>958</b>	<b>(1,187)</b>	<b>179</b>
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<b>Unrestricted funds</b>				
	General funds	439	247	(187)	(74)
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	<b>Total funds</b>	<b>4,006</b>	<b>1,205</b>	<b>(1,374)</b>	<b>105</b>
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 15 Funds

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

Restricted general funds are those resources that have been designated restricted by the grant provider in meeting the objects of the academy and are restricted to both the day to day running of the academy and capital expenditure.

Restricted fixed asset funds are those funds relating to the long term assets of the academy used in delivering the objects of the academy.

Unrestricted funds are funds which the board of trustees may use in the pursuance of the academy's objects and are expendable at the discretion of the trustees.

The transfer from restricted General Annual Grant fund to restricted fixed asset funds relates to the purchase of capital items for which no specific funding was received in the year.

The transfer from unrestricted general funds to restricted General Annual Grant funds is to cover the overspend in the year.

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 2018.

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

	Balance at 1 September 2016 £(000)	Income £(000)	Expenditure £(000)	Gains, losses and transfers £(000)	Balance at 31 August 2017 £(000)
<b>Restricted general funds</b>					
General Annual Grant (GAG)	35	757	(810)	18	-
Other DfE / ESFA grants	1	64	(65)	-	-
Other government grants	-	123	(123)	-	-
Pension reserve	(214)	-	(23)	14	(223)
	<u>(178)</u>	<u>944</u>	<u>(1,021)</u>	<u>32</u>	<u>(223)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	3,817	-	(76)	-	3,741
DfE group capital grants	11	7	(13)	-	5
Capital expenditure from GAG	29	-	(9)	24	44
	<u>3,857</u>	<u>7</u>	<u>(98)</u>	<u>24</u>	<u>3,790</u>
<b>Total restricted funds</b>	<u>3,679</u>	<u>951</u>	<u>(1,119)</u>	<u>56</u>	<u>3,567</u>
<b>Unrestricted funds</b>					
General funds	<u>388</u>	<u>265</u>	<u>(172)</u>	<u>(42)</u>	<u>439</u>
<b>Total funds</b>	<u>4,067</u>	<u>1,216</u>	<u>(1,291)</u>	<u>14</u>	<u>4,006</u>

**PARK ROAD ACADEMY PRIMARY SCHOOL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**15 Funds**

A current year 12 months and prior year 12 months combined position is as follows:

	Balance at 1 September 2016 £(000)	Income £(000)	Expenditure £(000)	Gains, losses and transfers £(000)	Balance at 31 August 2018 £(000)
<b>Restricted general funds</b>					
General Annual Grant (GAG)	35	1,498	(1,631)	98	-
Other DfE / ESFA grants	1	136	(137)	-	-
Other government grants	-	261	(261)	-	-
Pension reserve	(214)	-	(80)	113	(181)
	<u>(178)</u>	<u>1,895</u>	<u>(2,109)</u>	<u>211</u>	<u>(181)</u>
<b>Restricted fixed asset funds</b>					
Transfer on conversion	3,817	-	(116)	-	3,701
DfE group capital grants	11	14	(28)	-	(3)
Capital expenditure from GAG	29	-	(53)	24	-
	<u>3,857</u>	<u>14</u>	<u>(197)</u>	<u>24</u>	<u>3,698</u>
<b>Total restricted funds</b>	<u>3,679</u>	<u>1,909</u>	<u>(2,306)</u>	<u>235</u>	<u>3,517</u>
<b>Unrestricted funds</b>					
General funds	<u>388</u>	<u>512</u>	<u>(359)</u>	<u>(116)</u>	<u>425</u>
<b>Total funds</b>	<u>4,067</u>	<u>2,421</u>	<u>(2,665)</u>	<u>119</u>	<u>3,942</u>

**16 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 Thameside Metropolitan Borough Council. Both are defined-benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2016.

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

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 16 Pension and similar obligations

#### Teachers' Pension Scheme

##### Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - these contributions along with those made by employers 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. 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 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014.

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge (currently 14.1%))
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The pension costs paid to the TPS in the period amounted to £62,000 (2017: £66,000).

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 a multi-employer pension scheme. The trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The trust has set out above the information available on the scheme.

##### Local Government Pension Scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are yet to be determined. The estimated value of employer contributions for the forthcoming year is £36,000.

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

**PARK ROAD ACADEMY PRIMARY SCHOOL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**16 Pension and similar obligations**

<b>Total contributions made</b>	<b>2018</b>	<b>2017</b>
	<b>£(000)</b>	<b>£(000)</b>
Employer's contributions	36	28
Employees' contributions	12	10
	<u>48</u>	<u>38</u>
<b>Principal actuarial assumptions</b>	<b>2018</b>	<b>2017</b>
	<b>%</b>	<b>%</b>
Rate of increase in salaries	3.1	3.2
Rate of increase for pensions in payment/inflation	2.3	2.4
Discount rate for scheme liabilities	2.8	2.5
	<u>2.8</u>	<u>2.5</u>

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

	<b>2018</b>	<b>2017</b>
	<b>Years</b>	<b>Years</b>
Retiring today		
- Males	21.5	21.5
- Females	24.1	24.1
Retiring in 20 years		
- Males	23.7	23.7
- Females	26.2	26.2
	<u>26.2</u>	<u>26.2</u>

The sensitivity regarding the principal assumptions used to measure the scheme liabilities are set out below:

**Sensitivity analysis**

Change in assumptions at 31 August 2018:

	<b>Approximate %</b>	<b>Approximate</b>
	<b>increase to</b>	<b>monetary amount</b>
	<b>employer liability</b>	<b>£'000</b>
0.5% decrease in real discount rate	16%	109
0.5% increase in the salary increase rate	2%	14
0.5% increase in the pension increase rate	14%	95

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 16 Pension and similar obligations

The academy trust's share of the assets in the scheme	2018 Fair value £(000)	2017 Fair value £(000)
Equities	336	310
Bonds	79	68
Cash	44	21
Property	35	26
	<u>494</u>	<u>425</u>

The actual return on scheme assets was £25,000 (2017: £31,000).

Amount recognised in the statement of financial activities	2018 £(000)	2017 £(000)
Current service cost	87	46
Interest income	(11)	(8)
Interest cost	17	13
	<u>93</u>	<u>51</u>

Changes in the present value of defined benefit obligations	2018 £(000)	2017 £(000)
At 1 September 2017	648	575
Current service cost	87	46
Interest cost	17	13
Employee contributions	12	10
Actuarial (gain)/loss	(85)	9
Benefits paid	(4)	(5)
	<u>675</u>	<u>648</u>

Changes in the fair value of the academy trust's share of scheme assets	2018 £(000)	2017 £(000)
At 1 September 2017	425	361
Interest income	11	8
Actuarial gain	14	23
Employer contributions	36	28
Employee contributions	12	10
Benefits paid	(4)	(5)
	<u>494</u>	<u>425</u>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

### 17 Analysis of net assets between funds

	Unrestricted	Restricted funds:		Total
	Funds £(000)	General £(000)	Fixed asset £(000)	Funds £(000)
<b>Fund balances at 31 August 2018 are represented by:</b>				
Tangible fixed assets	-	-	3,698	3,698
Current assets	484	-	-	484
Creditors falling due within one year	(59)	-	-	(59)
Defined benefit pension liability	-	(181)	-	(181)
<b>Total net assets</b>	<b>425</b>	<b>(181)</b>	<b>3,698</b>	<b>3,942</b>

	Unrestricted	Restricted funds:		Total
	Funds £(000)	General £(000)	Fixed asset £(000)	Funds £(000)
<b>Fund balances at 31 August 2017 are represented by:</b>				
Tangible fixed assets	-	-	3,790	3,790
Current assets	511	-	-	511
Creditors falling due within one year	(72)	-	-	(72)
Defined benefit pension liability	-	(223)	-	(223)
<b>Total net assets</b>	<b>439</b>	<b>(223)</b>	<b>3,790</b>	<b>4,006</b>

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

	2018 £(000)	2017 £(000)
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(163)	(75)
Adjusted for:		
Capital grants from DfE/ESFA and other capital income	(7)	(7)
Defined benefit pension costs less contributions payable	51	18
Defined benefit pension net finance cost	6	5
Depreciation of tangible fixed assets	93	98
Decrease/(increase) in debtors	30	(41)
(Decrease)/increase in creditors	(13)	4
<b>Net cash (used in)/provided by operating activities</b>	<b>(3)</b>	<b>2</b>

# PARK ROAD ACADEMY PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2018

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### 19 Commitments under operating leases

At 31 August 2018 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2018 £(000)	2017 £(000)
Amounts due within one year	4	1
Amounts due in two and five years	5	-
	<u>9</u>	<u>1</u>

### 20 Related party transactions

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

L Richardson is a member of the senior management team. During the year L Richardson's father's business K Cockill Plumbing invoiced the academy £1,310 (2017 - £690) in the year for plumbing services. These transactions are considered to be at cost. There were no amounts owed by the academy trust to K Cockill Plumbing at the year end. In entering into these transactions the academy has complied with the Academies Financial Handbook 2017.

### 21 Members' liability

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

