Hook-with-Warsash Church of England Academy

(A Company Limited by Guarantee)

Annual Report and Financial Statements

Year ended 31 August 2020

Company Registration Number:
08153776 (England and Wales)

Hook-with-Warsash Church of England Academy
Contents

Hook-with-Warsash Church of England Academy

Reference and Administrative Details

Members:

Signatory Member	Mr Richard Johnson
Appointed Members	Mr Roger Clear (Foundation)
	Mr Darren Nice
	Mrs Alex Hughes (Chair of Governors)
Non-Governor Members	Mr Richard Appleby
	Mrs Eleanor Dannan
	Mrs Gill Gailor
	Mr Simon Lowes
	Peter Upward (Foundation)

Trustees:

First Governor (Foundation)	Mr Roger Clear (Vice Chair)*#
First Governors (Appointed)	Mr Richard Johnson*
	Mr Darren Nice*#
Appointed Governors (Foundation)	Mr Nick St John
	Rev Mike Terry (Incumbent)
	Mr Iain Wilkie*#
Elected Governors (Parent)	Mr Andy Beadsworth
	Mr Paul Caiger-Watson*
Appointed Governors (Parent)	Miss Chrissy Forder
Elected Governors (Staff)	Miss Nicole Whybrow (Teacher)*
	Miss Julie Nunn (Support Staff)
Appointed Governors	Mr Luke Bailey*
	Mrs Kate Bartlett
	Mrs Sandra Evans# (resigned 5 June 2020)
	Mrs Alex Hughes (Chair of Governors)#
	Mrs Emma McQuiston
	Mrs Fran Munro
	Mr David Scott-Batey
	Mrs Lesley Powell (appointed 25 March 2020)
	Mrs Heidi Healey
Headteacher	Mrs Sara Willoughby*#

*Members of The Finance & Personnel Committee during the year

Members of the governance & Audit Committee

Company Secretary
Mrs Louise Tanner

Clerk
Mrs Annie Cardy

Hook-with-Warsash Church of England Academy
Reference and Administrative Details

Senior Management Team:
Mrs Sara Willoughby, Headteacher/Accounting Officer
Mrs Catherine Nice, Assistant Headteacher
Mr David Trotman, Assistant Headteacher
Mrs Ann Willmott, Business Manager (Chief Financial Officer)

Company Name
Hook-with-Warsash Church of England Academy

Principal and Registered Office
Church Road
Warsash
Southampton
Hampshire
SO31 9GF

Company Registration Number
08153776 (England and Wales)

Independent Auditor
Hopper Williams & Bell Limited
Statutory Auditor
Highland House
Mayflower Close
Chandlers Ford
Eastleigh
Hampshire
SO53 4AR

Bankers
Lloyds Bank PLC
43 West Street
Fareham
Hants
PO16 0BE

Solicitors
Paris Smith LLP
1 London Road
Southampton
SO15 2AE

Hook-with-Warsash Church of England Academy
Trustees' Report

The trustees present their annual report together with the financial statements and auditor's report of the charitable company for the year ended 31 August 2020. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The trust operates a two-form entry Church of England Primary Academy serving a catchment area to the west of Fareham. It should be noted that Fareham Borough Council's (FBC) agreed Housing Development Plan includes the building of a substantial amount of additional housing both within and in the immediate vicinity of the Academy's catchment area. HCC began a consultation process in March 2018 (as a consequence of uncertainty over the impact of the planned development on pupil numbers, this is still ongoing at 31 August 2020) regarding the establishment of an additional form of entry in one of the local primary schools. One of the options is for that additional form of entry to be placed at the Academy. Whilst being supportive of this, the Trustees are mindful of the potential impact on pupil numbers, whether the additional form of entry is placed at the Academy or elsewhere.

It has a pupil capacity of 420 and had a roll of 412 in the school census in January 2020.

The Covid-19 pandemic has had a considerable impact on the academy in terms of it carrying out pupil assessments, meeting strategic objectives and being able to monitor these. With the school closed for the majority of pupils from March 2020 the Academy endeavoured to maintain a structure of education for pupils by setting work virtually on a daily basis. Pupils were able to complete this at home and the teachers were able to respond to their work and also engage in dialogue via a messaging service. The school remained open for vulnerable and the children of key workers. Visits by Governors to the school were not possible but all meetings continued in a virtual format with the use of MS Teams.

<u>Structure, Governance and Management</u>

Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. The trustees of Hook-with-Warsash Church of England Academy are also the directors of the charitable company for the purposes of company law. The charitable company operates as Hook-with-Warsash Church of England Academy Trust Ltd.

Details of the trustees who served during the year and to the date these accounts are approved are included in the Reference and Administrative Details on page 1.

Members' Liability

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

Trustees' Indemnities

The Companies Act 2006 s236 requires disclosure concerning qualifying third-party indemnity provisions.

During 2019/20 indemnity was provided by the Risk Protection Arrangement (RPA), with cover as follows:

- The RPA Administrator will subject to the Definitions, Extensions, Exclusions and Conditions of the Rules indemnify:
  - the Member in respect of losses arising as a result of indemnifying an indemnified Person in accordance with its legal obligations, for loss arising from claims made against the Indemnified Person, during a Membership Year;
  - in an Inactive Academy Trust that is a former Member in respect of losses arising as a result of indemnifying an Indemnified Peron in accordance with its legal obligations, for loss arising from claims made against the Indemnified Person, during a Membership Year or any subsequent period up to the point the Inactive Academy Trust is dissolved.

  Provided always that the RPA Administrator shall not be liable:
  - for any Claim where the cause of such claim occurred or that was alleged to have occurred prior to the date of the signing of the funding agreement for the relevant academy;
  - to the extent that an indemnity is provided by an insurance policy;
  - for claims that the Member had prior knowledge of before opting to join the RPA;
  - for claims from an Inactive Academy Trust that was not a Member at the point in time that it became inactive.

The RPA Administrator's Limit of Liability in respect of each academy shall be £10,000,000 each and every loss and shall be the maximum aggregate liability of the RPA Administrator from all losses from an academy whose Academy Trust is a Member during any one Membership Year.
The Member Retention is Nil.

At the March 2020 meeting of the Finance and Personnel Committee the Committee, having observed no actual or potential instances that might arise to a claim in the previous five years, made a decision to remove staff absence as a standing item at future meetings.

Method of Recruitment and Appointment or Election of Trustees

The Full Governing Body consists of 20 Members constituted as follows:

- Three Parent Governors elected by secret ballot of parents of pupils attending the Academy, or, in the event of there being few candidates than available places on the Governing Body, appointed by the Governing Body;
- Ten First Governors or Governors appointed by the Members of the Academy Trust;
- Four First or Appointed Foundation Governors (1 of whom is, ex officio, the incumbent), nominated by the Parochial Church Council and appointed by the Foundation Members of the Academy Trust (in practice the Foundation Members would be unlikely to appoint any person opposed by the Portsmouth and Winchester Diocesan Board of Education);
- the Headteacher (ex officio);
- Two Staff Governors one of whom shall be a teacher, elected by secret ballot of the staff of the Academy

At the beginning of the academic Year, the Members of the Trust meet to review pending vacancies on the Governing Body, and instruct the Company Secretary to put in place, at the appropriate times, the procedures necessary for the appointment or election of Governors.

Vacancies for Appointed Governors are advertised on both the Academy and the Church website, on the Academy's Facebook page and on Hantsweb. In addition, FBC, Warsash Residents' Association and both Portsmouth and Southampton Universities are informed. Governors use their own networks with local businesses to make vacancies known to the wider community. Use is also made of Governors for Schools and Inspiring Governance, with variable results.

Vacancies for Parent Governors are publicised on the Academy website, in the Headteacher's regular communications to parents, through Governors meeting parents at Parents' Evenings and on the Academy's Facebook page. Elections are then held in accordance with the Articles of Association and HCC procedures.

Vacancies for Staff Governors are publicised at Staff Meetings and elections, where necessary, are by secret ballot.

Despite the best efforts of the Academy, Governor recruitment remains a challenge, not least because of the increasing pressures on Governing Bodies, at a time when there are also increasing pressures on individuals and families.

Policies and Procedures Adopted for the Induction and Training of Trustees
New Governors are issued with a copy of the current Governors' Handbook giving information on:

- Where do I Start? – Guidance for new Governors;
- Details of the Governing Body;
- Training Opportunities;
- Scheme of Delegation;
- Committees, Working Groups, Panels & Other Groups;
- Insurance/Legal Protection for Governors;
- Useful websites;
- Pen Portraits of Current Governors;
- Governing Body Committee Membership & those in Attendance 2020/21;
- Governing Body Officers 2020/21;
- Governing Body Terms of Reference 2020/21;
- Governing Body Policies;
- Financial Roles and Responsibilities;
- Guidance on Visits to the Academy by Governors;
- Meeting Dates 2020/21;
- Governing Body Cycle of Business 2020/21;
- Governors' Statutory Responsibilities;
- Glossary of Terms;

together with a copy of the Articles of Association and a breakdown of the Governing Body's discharge of its Statutory Duties.

The Academy purchases full access to face-to-face and on-line Governor Training provided by HCC and details of training opportunities are posted on the Governors' Portal of the Academy website.
New Governors attend Induction Training organised by HCC.

HCC GovernorHub requires that individual Governors book their own training but liaise with the Development Training Governor.

New Governors meet with the Chair of Governors and the Headteacher and are expected to attend a round of committee meetings before opting to join a particular committee. (In the event of a specific, identified vacancy, new Governors may be asked to join a particular committee, in order to meet the Governing Body's strategic and operational needs).

Mrs Heidi Healey, the Development and Training Governor, is pro-active in guiding new (and established) Governors to appropriate training and Individual Training Plans for Governors are being developed.

Mr Roger Clear (Vice Chair) is responsible for the induction and mentoring of new Governors.

Organisational Structure

The organisational and operational structure is detailed in the Scheme of Delegation which is published on the Academy's website.

There are three main committees that have some delegated powers, meet twice termly and report to the Full Governing Body:

- Pupil Discipline, Curriculum & Early Years;
- Sites and Buildings
- Finance and Personnel

In July 2020 the trustees agreed to a merging of the Sites and Buildings and the Finance and Personnel Committees with effect from September 2020.

The delegated powers of these committees are defined in their Terms of Reference, with all decisions being reported to the Full Governing Body for ratification.

There are three additional committees that meet at least once a term:

- Forging Links;
- Governance and Audit;
- Pay and Appraisal

The areas of responsibility of these committees are defined in their Terms of Reference, with all decisions being reported to the Full Governing Body for ratification.

In view of the uncertainties that result from FBC's development plans and HCC's response to them (see page 3), a standing Marketing, Promotion & Media Working-Group was established in June 2018 with the primary aim of ensuring that the Academy roll is full. This group met on in September and November 2019 (further meetings were cancelled due to Covid) and have been largely responsible for the establishment of the Academy's Facebook presence.

The Finance and Personnel Committee established a Development Working Group in September 2018 to consider the medium and longer-term financial landscape. The Working Group's investigations covered a range of considerations, including at the time the possibility of forming or joining a Multi-Academy Trust (MAT). The June 2020 Meeting of the Working Group was postponed due to the COVID-19 pandemic, but the group will meet in the 2020/21 Academic year.

Governing Body Panels relating to:

- Staff Discipline;
- Discipline Appeals;
- Complaints;

are convened as required.

Organisational Structure (continued)

As a result of effective chairing of Full Governing Body and Committee meetings, the prompt writing and circulation of accurate minutes and the use of the Governors' Portal of the Academy website and of Academy based e-mail accounts lines of internal communication and accountability are secure.

The Headteacher is the lead professional of the Academy and as such:

- manages the Academy, including its financial position, at a strategic and operational level;
- has the responsibility for the day-to day management of the Academy, including quality of teaching, & educational standards, Human Resources and effective systems of internal control;
- leads and manages all employees of the Academy;
- has a key role to involve the Governing Body when drawing up the Academy Strategic Plan;
- ensures that the Strategic Plan is implemented and that the Governing Body is fully involved in monitoring that implementation;
- has authority for all tasks delegated by the governing body but not responsibility;
- has delegated authority for:
    - individual items of non-staffing expenditure (in line with the Strategic Plan) not exceeding £1,000;
    - amendments to the budget which do not exceed £1,000 and which do not increase the total expenditure beyond the budget agreed by the Governing Body;
    - alterations to the budget to reflect resources made available to the Local Authority (LA) for Statements of Special Educational Needs and cases of extended sickness;
- as Accounting Officer, has personal responsibility for:
    - the propriety and regularity of public finances for which she is answerable.
    - keeping proper accounts and ensuring that financial statements are properly presented and adequately supported;
    - prudent and economical administration;
    - avoidance of waste and extravagance;
    - ensuring value for money;
    - efficient and effective use of resources in their charge;
    - advising the Members of the Academy Trust in writing if the Governing Body appears to be failing to act as required by the terms of the Handbook or Funding Agreement.

The Business Manager is the Chief Financial Officer and is responsible for day to day procedures e.g.:

- processing orders and invoices, collection and banking of dinner money, trips, petty cash, etc.;
- ensuring accuracy of accounting information;
- providing appropriate financial reports for Headteacher and for Governors;
- assisting with other financial tasks e.g., budget preparation, costing the Strategic Plan and managing the devolved capital budget;
- ensuring appropriate documentation is available to support financial management

Arrangements for setting pay and remuneration of key management personnel
All arrangements for setting pay and remuneration of staff are carried out in accordance with the:

- Appraisal of Teachers' Performance Policy;
- Support Staff Performance Management Policy;
- Teachers' Pay Policy;
- Support Staff Pay Policy;

These are reviewed in detail annually by the Resources Committee and, following consultation with staff, ratified by the Full Governing Body.

In setting pay and remuneration, Governors are mindful of the Department for Education (DfE) Guidance – Setting Executive Salaries: Guidance for Academy Trusts.

The Headteacher's Appraisal is carried out by a panel of three Governors, supported by an external advisor appointed by the Governing Body. In accordance with the Appraisal of Teachers' Performance Policy, the Headteacher's targets are set at a meeting of the panel at the beginning of the Autumn Term. These confidential targets relate to Academy Performance and the Published Annual Strategic Plan. Review meetings are held during the year with a final formal meeting at the end of the Summer Term. The Pay and Appraisal Committee (Augmented) decides on any pay progression for the Headteacher, on the basis of a report from this final meeting, at a further meeting at the beginning of the following autumn term. This meeting also confirms the Headteacher's Salary range for that year.

Due to the effect of the Covid pandemic the panel of three governors responsible for the Headteacher's appraisal in 2019/2020, together with the Headteacher, felt that it was appropriate to change the objectives in the winter term. This very unusual move was made for two reasons; Firstly, it would have been inappropriate to expect the headteacher to achieve whole year objectives set in September 2019 when so much attention had to be paid to new ways of working under lockdown conditions and secondly, by setting short term objectives focused on arrangements required by mandatory lockdown, some measure of achievement and effectiveness in stressful circumstances would be obtained.

The Assistant Headteachers' Appraisal is carried out by the Headteacher. In accordance with the Appraisal of Teachers' Performance Policy, the Assistant Headteachers' targets are set at a meeting at the beginning of the Autumn Term. These confidential targets relate to Academy Performance and the Published Annual Strategic Plan. Review meetings are held during the year with a final formal meeting at the end of the Summer Term. The Resources Committee decides on any pay progression for the Assistant Headteachers, on the basis of a report from this final meeting, at a further meeting at the beginning of the following autumn term. This meeting also confirms the Assistant Headteachers' Salary range for that year.

Other Members of the teaching staff are appraised by either the Headteacher of one of the Assistant Headteachers and a similar pattern of deciding on any pay progression is followed.

Arrangements for setting pay and remuneration of key management personnel (continued)
The Business Manager (Chief Financial Officer)'s Performance Management is carried out by the Headteacher. In accordance with the Support Staff Performance Management Policy, appropriate targets are set at a first meeting of the cycle in April. Review meetings are held during the year with a final formal meeting the following January. The Resources Committee decides on any pay progression, on the basis of a report from this final meeting, at a further meeting in January.

The Performance Management of other members of the Support Staff is arranged in accordance with the published policy and a similar pattern of deciding on any pay progression is followed.

Trade union facility time
The Academy has less than 49 Full-time employees and is therefore not required to report on Trade Union Facility Time

Related Parties and other Connected Charities and Organisations
The Academy is connected to the Diocese of Portsmouth and, specifically with the Parish Church of St Mary's, Hook-with-Warsash.

Through subscription to HCC Governor Services, the Academy is a member of the Hampshire South-East Governors' Forum.

Mr Richard Johnson is an Academies' representative for South-East Hampshire on the Hampshire Schools' Forum and is a member of both the South-East Hampshire Governors' Forum and the Hampshire Governors' Forum

Engagement with employees (including disabled persons)
The Academy has less than 49 full-time employees and is therefore not required to report on engagement with employees.

<u>Objectives and Activities</u>
Objects and Aims
The Objects of the Academy Trust are those explicitly and implicitly detailed in the Articles of Association:

- to provide the strategic lead to a high-quality Primary School with a Church of England character, offering a broad and balanced curriculum to pupils in Warsash and its immediate vicinity, thus creating a happy, secure and stimulating learning environment based on Christian principles in which all Members of the Academy community can grow in self-esteem and develop their potential as human beings;
- to provide recreational and other leisure facilities for the inhabitants of Warsash and its immediate vicinity, particularly those who suffer social and other disadvantage.

Objectives, Strategies and Activities

<u>Strategic Plan September 2019 – July 2020</u>

Due to the significant additional work for the senior Leadership Team created by the Covid pandemic the completion of the Strategic Plan for 2020/21 was delayed and is to be reviewed by the Governance and Audit Committee during the Autumn term. The delay was discussed between the Headteacher and the Chair of Governance and Audit and it was agreed that operational demands should take priority.

<u>With regard to pupil achievement</u>

Raise standards in the teaching and learning of reading, writing and maths throughout the Academy by ensuring all pupils make year-on-year progress that is graded at reaching Age Related Expectations (ARE) and are aware of what they need to do in order to progress. In particular:

- ensure that the expected floor standards for each year group is met as agreed at Performance Management and increase the percentage of pupils making expected and better than expected progress in reading, writing and maths;
- to develop strategies to improve pupils' fluency in both Maths and reading and address the vocabulary gap, and to monitor the effect of this particularly on boys and middle attainers;
- to ensure use of the code in the feedback policy is being applied effectively to move learning forward and support reduction in teachers' workload;
- Pupil Premium Pupils to make at least expected progress or better than expected progress.

<u>With regard to the quality of teaching and provision</u>

Raise standards in the teaching and learning of reading, writing and maths throughout the Academy by:

- develop fluency in both Reading and maths including preparing year 4 pupils for the Times Tables test in summer 2020
- Provide training to address the 'Vocab gap' and increase opportunities to widen pupils' vocabulary knowledge
- Provide more opportunities for children to complete short quality pieces of writing across the curriculum and ensure high expectations of grammar, handwriting and punctuation in all written work;
- Embed use of marking code, cross-curricular links and task variation to improve impact on learning and reduce workload;
- Introduce use of feedback sheets in Maths and English lessons;
- Ensuring that learning walls in all classrooms provide both visual models and toolkits that can be easily accessed by pupils;
- Providing specific measurable outcomes for Pupil Premium pupils in Maths and English through programmes identified by the SENCO.

Objectives, Strategies and Activities (continued)

With regard to the quality of school leadership and management (including Governors)

To improve leadership and management through:

- rigorous monitoring and evaluation that ensures key milestones are on track term by term to achieve July 2020 outcomes;
- SMT to coach new teachers to ensure that mastery tools and active assessment are being used consistently within classrooms;
- working with local cluster groups and schools to ensure practice is up-to-date and by providing feedback to staff;
- Governors playing a full and active role in setting the school's strategic direction and supporting the development of the Academy's Strategic Plan and School's self-evaluation process. Governors providing evidence of monitoring and progress towards milestones on track to reach July 2020 outcomes;
- During our SIAMS preparation ensure that the Vision and Values underpin the ethos of the school and are evident throughout the curriculum.

Pupil and Staff Mental Health and Well-Being

- Prioritise areas to develop and improve pupil and staff mental health and wellbeing;
- Participate in pilot Mental Health and Wellbeing project with local schools and Primary Behaviour Support Service;
- Develop role of Mental Health Lead Practitioner in school;
- Provide ELSA provision throughout the school.

The Governance & Audit Committee led in identifying the following non-curricular priorities for 2018-21, which were incorporated in the Strategic Plan:

With regard to Sites & Buildings

To improve Site Security by:

- ensure the full implementation and operation of the electronic signing in system including the interface with SIMS and ensuring that all members of staff sign in and out

To further develop the effective use of ICT by:

- continue to maintain a rolling programme for the replacement of IT hardware

To continue to develop the buildings by:

- Complete the furnishing of the PPA room
- submit an application for Condition Improvement Funding (CIF) for replacement windows in the hall

Objectives, Strategies and Activities (continued)

With regard to Community Links

To improve Community Links by:

- maintain excellent links with the church;
- further develop cluster school initiatives;
- continue to develop the increased use of the site by adult and children's groups, during term time and school holidays, including the use of the environmental area;
- continue to seek to improve external signage;
- develop financial links with business, including identifying opportunities for match funding
- continue to ensure that press releases and other methods of publicising the achievements of the Academy and its pupils are as comprehensive as possible;
- further develop links with care homes
- developing pupil links with pre-schools.

With regard to Pupil Voice

To further develop Pupil Voice by:

- continue to allow the School Council to identify priority projects and to raise funds to achieve them;
- the Collective Worship Council to continue to play an active role in Collective Worship, including the development of new themes for Collective Worship;
- governors to continue to meet with groups of pupils and to implement the Adopt-a-Governor programme in order to 'hear' the pupil voice

With regard to Governance

To further strengthen Governance by

- recruit new Governors from across the community as necessary;
- maintain forward financial planning to ensure sustainability;
- developing Individual Training Plans for Governors which include Induction, Mentoring and evaluation after three years of a term of officer for Governors;
- continuing to develop the sophistication of monitoring by Governors;
- ensure that all Safeguarding measures are up-to-date and fully implemented;
- update the Business Continuity Plan to include trauma counselling and any issues related to staff wellbeing
- Introduce exist interviews for Staff and Governors, to inform planning

The progress of the plan was particularly monitored by the Pupil Discipline, Curriculum & Early Years Committee but other areas were monitored, as appropriate, by other Governing Body Committees and all aspects were reported to the Full Governing Body.

Objectives, Strategies and Activities (continued)

The Governors' Monitoring Plan continued to include:

- areas of development which had been confirmed during the Ofsted inspection of March 2018;
- areas of development which had been identified during the Statutory Inspection of Anglican & Methodist Schools (SIAMs) of June 2015 (Forging Links Committee);
- the implementation of the Strategic Plan;
- the Governors' Statutory Responsibilities;
- Health and Safety and Premises Management considerations.

Both the Strategic Plan and the monitoring of the plan were impacted significantly by Covid-19.

Members of the Sites & Buildings Committee completed four Sites walkabouts with the Facilities Manager and the staff Health and Safety Representative to monitor the management of the site and the Governor with responsibility for Health & Safety maintained a continually updated record of Health & Safety Management within the Academy.

The Internal Audit Officer led Members of the Finance & Personnel Committee in visiting the Academy to carry out regular financial checks, in accordance with a published programme, which were reported to both the Finance & Personnel Committee, in order to inform practice and to the Full Governing Body.

These processes contributed to Governors' triangulation within the monitoring process, thus ensuring that Governors were able to play a full part both in holding the Academy to account for its success and in future Strategic Planning.

At its review meeting on 13th March 2020, the Governance & Audit Committee was satisfied that appropriate progress was being made with regard to the implementation of the Strategic Plan 2019/20. However, both the strategic plan and further monitoring of this for the remainder of 2019/20 was then impacted by Covid-19 and as previously noted, the delay was discussed between the Headteacher and the Chair of Governance and Audit who agreed that operational demands should take priority.

Public Benefit

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

In particular, they satisfy the benefit aspect of public benefit by ensuring that the purposes of the Academy are for the advancement of its pupils for an education purpose. The public aspect of the public benefit is satisfied as the Academy benefits the public in general by admitting pupils to the Academy according to agreed admission criteria that disbars no particular group. The Academy also, increasingly, makes its facilities available for community use.

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

Strategic Report

Achievements and Performance

In order to assess the achievements of the Academy Trust we refer to pupil progress and attainment indicators as defined by the Academy's own tracking and national attainment and progress indicators. Due to Covid-19 the government cancelled all testing and moderation for end of key stage assessments. We had completed milestone 2 data input and analysis at the point of closure and this indicated no serious barriers to meeting the end of year targets. The Academy Trust's predicted end of year attainment outcomes for the year 6 cohort at this point were:

Percentage	Below	ARE+	GDS
Reading	13%	87%	37%
Writing	8%	92%	23%
Maths	10%	90%	40%
English grammar, punctuation and spelling	7%	93%	-

During the closure period the Academy's ability to deliver work virtually to a classroom standard was hampered; pupil engagement varied throughout the school and there was no direct teaching. All of this impacted on pupil progress and attainment. We know that a third of the curriculum has not been covered in sufficient detail and there has not been enough overlearning to guarantee that children will have retained learning from earlier in the year. As a result the Academy has planned to implement catch up programmes throughout 2020-2021 which will be part funded by the government's Catch Up funding.

Disadvantaged Pupils

Throughout the Covid-19 school closures all disadvantaged children were provided with free school meals either in school or through a hamper scheme. They also received vouchers during the summer holidays.

Teachers and SLT monitored the engagement of these pupils towards on-line learning. For any child who was having difficulty accessing on-line learning the school provided fortnightly packs of paper worksheets. These families were also contacted frequently throughout the lockdown by the SLT to monitor the well-being of the pupils and families.

Partial School Closure (Summer term 2020)

Throughout the period of partial closure (March 23rd to the end of the summer term) the school remained open for all vulnerable children and for the children of Key Workers. By the end of June an average of 89 children were attending each day.

Achievements and Performance (continued)
From June 1st pupils in Year R, 1 and 6 were invited back to school on a part time basis (2 days per week). The majority of pupils attended and parental feedback was very positive. During July the school provided the option of all children in years 2, 3, 4 and 5 to attend for four days before the end of the academic year. The school wanted to use this opportunity to prioritise and focus on the children's mental health and wellbeing. It was strongly felt that all should children to have the chance to return to school before the Summer vacation, in order to alleviate any anxieties they may have had regarding Covid-19 and the safety of the school environment. Again this proved to be a popular option with attendance being high across the school.

Year Group	Attendance
R	90%
1	86%
2	98%
3	90%
4	93%
5	93%
6	93%

Triangulated Data related to Teaching
Based on the SLT's Learning Walks, Work Scrutiny and Lesson Observations, comparative overall data for teaching for the autumn and spring Terms was as follows:

Date	Good	Outstanding
Autumn	93%	7%
Spring	79%	21%

Other areas of success during the year included:

- meeting the targets set by the Governing Body in its Statement of Internal Control to enhance the quality of Governance by:
  - in accordance with DfE guidelines, completing the process of appointing additional Members of the Academy Trust who are not Governors of the Academy in order to ensure that there is a "significant degree of separation between the individuals who are members and those who are trustees(governors)" so that members can exercise their powers with objectivity"
  - in accordance with the letter from Eileen Milner, Accounting Officer, ESFA, to Academy Accounting Officers, stating that, Chairs must receive financial reports every month, the current robust system of twice termly reporting to the Finance & Personnel Committee and thence to the Full Governing Body, supported by a regular programme of financial checks led by the Internal Audit Officer and monthly financial statements being made available to the Chair of the Finance & Personnel Committee, was augmented by monthly reports being copied to the Chair of Governors;

Achievements and Performance (continued)

  - o ensuring that bank reconciliations are evidenced as being reviewed throughout the year by someone independent of the preparer (Audit Findings);
  - o establishing a system of annual salary statements for support staff (Audit Findings);
- the strategic lead given by the Governing Body
- the quality of leadership of Academy development given by the SLT;
- the ongoing rigorous and wide-ranging monitoring of the quality of teaching across the Academy by the Senior Management, and the monitoring of this process by the Governing Body until March 2020;
- throughout the year all lessons were judged as at least 'good' or better (see above) until March 2020;
- the robust Strategic Plan, which continued to address issues related to pupil progress and factors impacting on that progress until March 2020;
- the continuing high level of quality monitoring carried out by Governors in support of the Academy;
- the continuation of the Adopt-a-Governor initiative;
- the further development of more substantive links with the Church;
- the continuing involvement of the School Council in the development of pupil initiatives;
- the successful residential visit to: Stubbington Study Centre – Year 4
- the wide range of other extra-curricular activities, including participation of a large proportion of pupils in a large number of sports until March 2020;
- the role of the Collective Worship Council in the ongoing development of Collective Worship until March 2020;
- the continuing process of upgrading and maintaining the ICT Infrastructure and equipment, within the context of a two/three-year plan;
- the improvement to site security and the entrance to the building;
- the improvement of the office space and teachers' preparation facilities, thus improving the efficiency and effectiveness of the Academy;
- the greater use of Academy website, together with regular letters from the Headteacher and the Chair of Governors and the Academy's new Facebook presence to improve communication with stakeholders;
- the embedded use of the Governors' Portal, which has greatly improved communication and increased the efficiency of Governance;
- the continuing support of the Academy by parents, with the Parent Teacher and Friends Association (PTFA) raising in excess of £23,000 during the year – greatly appreciated by Governors, staff and pupils alike.

Key Performance Indicators

The Academy has an income that is set by national criteria. It considers Benchmarking activities, although variations in organisational structures and accounting procedures between Academies can limit the value of the exercise, in order to review its performance against Academies operating in a similar manner. In particular consideration is given to employee and other costs and overall expenditure against pupil performance to ensure that the Academy gives value for money.

Governors' Skills are kept under review and no significant gaps were identified during 2019/20. The transition programme put in place after the retirement of the then Chair of Governors in July 2018 has proved successful, with a new Chair being able to both put her own stamp on the role, whilst maintaining the previous robust and effective systems. A similar programme has been in place since January 2019 in preparation for the retirement of the Clerk/Company Secretary in December 2019/July 2020.

Going Concern

After making appropriate enquiries, the board of trustees has a reasonable expectation that the academy trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

Financial Review

The principal source of funding for the Academy is the ESFA. A detailed Academy Strategic Plan is prepared (see pages 13-16) and this plan ensures that financial decisions are made which support the key objectives of the Academy Trust.

The principal financial management policies adopted and/or reviewed during the year are:

- Anti-Fraud & Corruption Policy;
- Charging & Remission Policy
- Competitive Tendering Policy;
- Debt Recovery Policy;
- Finance Policy
    - Appendix 1 – Financial Roles and Responsibilities;
    - Appendix 2 – Best Value Statement;
    - Appendix 3 – Statement of Financial Expectations;
- Appendix 4 – Annual Statement of Internal Control;
- Reserves Policy;
- Sponsorship Policy.

As a consequence of the sound and prudent financial management by the Accounting Officer and the Business Manager (Chief Financial Officer), working with the Finance & Personnel Committee, the budgeted in-year deficit for 2019/20 of £24,488 (which had been amended at Budget Revision to a surplus of £29,652) was further increased through the year to a surplus of £77,929 (excluding restricted pensions reserve and restricted fixed asset funds) whilst a number of the developments and refurbishments identified as part of the Strategic Plan, were completed. Part of the increase in the in-year surplus during the year was also due to the overall reduced expenditure of the Academy as a result of Covid-19. We continue to monitor closely the effect of Covid 19 on our budgeted and actual figures on a regular basis.

The Academy trust has £103,570 invested at Lloyds Bank on a 32-day renewable basis (Balance with interest at 31 August 2020 £103,570) and £152,000 invested at Lloyds Bank in a 12 month fixed rate bond with a yield of 1.05%. The Finance & Personnel Committee reviews the Investment Policy annually and reviews its investment position at each meeting.

Reserves Policy

The Reserves Policy, as amended in May 2020 stated:
"Our aim is to use the allocated funding each year for the full benefit of our current pupils".
However, we also consider it necessary to carry forward some reserves:

- to provide sufficient working capital to cover delays between spending and receipt of grants;
- to invest in future years' priorities for the children at the Academy, specifically:
    - the completion of any necessary significant repairs to the fabric of the building, including any Academy Contribution towards the funding of any project for which a successful application for a CIF grant is submitted;
- to exercise due prudence in a situation in which there remains some financial uncertainty due to:
- possible changes in Government policy and possible adverse changes in funding;
- HCC's admissions procedures in the immediate area;
- a support fund for the Academy's self-insurance against staff absence;
- a support fund for any non-recoverable additional expenses incurred by the Academy in respect of the current Coronavirus Pandemic.

In exceptional circumstances, the Governing Body may decide to hold temporarily a larger contingency reserve, in which case the decision will be made at a meeting of the Full Governing Body and be minuted.

The total value of funds (as audited) at 31 August 2020 is as follows:

- Unrestricted (free) reserves of £139,459
- A restricted fixed asset fund of £3,809,067, which can only be realised through disposal of tangible fixed assets
- A pension deficit of £1,032,000
- Other restricted funds of £153,476
- Total funds of £3,070,002

The total of Restricted and Unrestricted Income Funds is £292,935.

The projected revenue surplus for the year ending 31 August 2021 is £49,184, giving a projected cumulative surplus (balance in hand) of £342,119. The budget set supports the priorities identified in the Strategic Plan 2020/21.

Investment Policy

The Academy trust ensures that investment decisions are made where it can maximize income for the Academy by investing rather than holding cash balances. Currently £255,570 is invested in Lloyds Bank (see above). It is anticipated that all investments will be tied to the bank that the Academy Trust chooses to hold and manage its cash balances.

Principal Risks and Uncertainties

The income of the Academy only faces the uncertainty of the possibility of diminishing public resource as it is entirely state funded. The uncertainty is exacerbated by current national economic and financial uncertainty, including FBC and HCC plans (see page 3). The principal risk to the Academy pertains to pupil numbers as its income is dependent on the number of pupils on roll. As a result of HCC indecision, the Governing Body remained aware that the number of pupils admitted into Year R would be, for the foreseeable future, a potential issue. However, it can report that the Academy will be admitting 52 pupils (against a PAN of 60) for its Year R intake in September 2020. It is anticipated that the number on roll on 1 September 2020 will be 405.

The Governing Body remains fully aware of the Government's policy to establish MATs and will keep this under review.

The Governing Body is also concerned by:

- the implications of the ongoing underfunding of National Teacher's Pay Awards;
- the 'hidden' reduction in the funding of 'front-line' educational services;

and awaits with interest the outcome of recent political statements on educational funding.

Fundraising

As part of its work within the community, the academy trust undertakes fundraising activities, for example through fetes, cake sales, non-uniform days etc. and other projects identified by the School Council. The academy trust raises funds in order to support its own operations and also to make donations to local and national charities. The academy trust undertakes all such activities itself, with the help of its students and their families. We confirm that when fundraising:

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

Plans for Future Periods

The key objectives for the future are to continue to maintain and improve standards, attainment, progress and well-being of pupils and the well-being of staff. As in previous years an annual strategic review will be undertaken with this in mind, and detailed actions, including any necessary revisions to the Academy Strategic Plan, formulated as a result of this review.

The Pupil Discipline, Curriculum & Early Years Committee will continue to lead on the monitoring of the Curriculum, of Teaching and Learning and of Pupil attainment, progress and well-being.

In July 2020 the trustees agreed that with effect from September 2020 the existing Sites and Buildings Committee and the Finance and Personnel Committee be combined to form a new Resources Committee. The Resources Committee will continue to monitor the budget closely, being mindful of the agreed three-year budget projection, and will prepare contingency plans to be implemented in the event of any future financial allocation issues and will lead on the monitoring of staff well-being.

The Resources Committee will monitor Health & Safety matters – continually striving to improve practice - oversee the agreed further development programme to maximise the quality of the site as a learning environment.

The Forging Links Committee will monitor Academy-Church-Community interaction and lead in the preparation for the up-coming (SIAMs).

Additionally, the Governance & Audit Committee refined its Internal Audit Role to ensure that the current robust procedures are fully reported.

All proposed actions for 2020/21 will be included in the Strategic Plan 2020/21. This document will not be finalised and approved by the Governing Body until after 31 August 2020 due to the need for staff to carry out baseline assessments of all children and devise catch up programmes. As a result the strategic plan will be delayed until mid-Autumn term.

The priorities within the plan will be to:

- monitor the well-being and mental health of both children and staff, providing support as and where necessary;
- assess all the children and identify priorities for learning;
- strategically adapt planning to address identified gaps;
- utilise and implement additional resources to support catch up learning;
- regularly review our systems and practices to ensure that the school site is a safe environment during the Covid-19 pandemic;
- explore ways to enable the school to act as a community, taking the national Covid-19 situation into account when making decisions on bubble sizes;
- train and support teachers to be able to implement the contingency plan for remote learning under a lock down scenario.

Plans for Future Periods (continued)

Additional Strategic Commitments 2019-22

Sites & Buildings (now Resources)

- Ensure the full implementation and operation of the Electronic Signing-in System, including the interface with SIMs and ensuring that all Members of staff signed in and out;
- Continue to maintain a rolling programme for the replacement of IT hardware;
- Complete the furnishing of the PPA Room (now completed);
- In view of numerous unsuccessful Condition Improvement Fund applications, consider the self-funding of a larger capital project

Community Links

- Further develop cluster school initiatives;
- Continue to develop the increased use of the site by adult and children's groups, during term time and during the school holidays , including use of the Environment Area;
- Continue to seek to improve external signage;
- Develop financial links with business, including identifying opportunities for match funding[
- Continue to ensure that press releases and other methods of publicising the achievements of the Academy and its pupils are as comprehensive as possible;
- Further develop links with Care Homes;
- Further develop pupil links with pre-schools;

Governance

- Recruit new Governors from across the community as necessary;
- Maintain forward financial planning to ensure sustainability;
- Develop Individual Training Plans, which include Induction, Mentoring and evaluation after three years of a term of office' for Governors;
- Continue to develop the sophistication of monitoring by Governors, including Internal Audit;
- Ensure that all Safeguarding measures remain up-to-date and fully implemented;
- Update the Business Continuity Plan to include Trauma counselling and any issues related to staff well-being;
- Introduce exit interviews for Staff and Governors, to inform planning

Pupil Voice

- The Collective Worship Council to continue to play an active role in Collective Worship, including continuing to develop new themes for Collective Worship.
- Continue to allow the School Council to identify priority projects and to raise funds to achieve them;
- Governors to continue to meet with groups of pupils and to implement the Adopt-a-Governor programme in order to 'hear' the pupil voice.

Funds Held as Custodian Trustee on Behalf of Others

No funds are held as custodian trustee on behalf of others.

Auditor

Insofar as the trustees are aware:

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

The Trustees' report, incorporating a strategic report, was approved by order of the board of trustees, as the company directors, on 7 December 2020 and signed on the board's behalf by:

Alexandra Hughes
Alexandra Hughes (Dec 13, 2020 22:27 GMT)

Alex Hughes
Chair of Trustees

Hook-with-Warsash Church of England Academy
Governance Statement

Scope of Responsibility

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

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

Governance

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

Trustee	Meetings attended	Out of a possible
Mr Roger Clear	7	7
Mrs Kate Bartlett	7	7
Mrs Sara Willoughby	7	7
Miss Nicole Whybrow	6	7
Mrs Alex Hughes	7	7
Mrs Sandra Evans	6 (1 by proxy)	6
Miss Chrissy Forder	7 (3 by proxy)	7
Mrs Fran Munro	6 (1 by proxy)	7
Mr Nick St John	7	7
Mr Iain Wilkie	7 (1 by proxy)	7
Mr Darren Nice	6	7
Mr Luke Bailey	7 (3 by proxy)	7
Mr David Scott-Batey	7 (5 by proxy)	7
Mr Richard Johnson	3	7
Miss Julie Nunn	7	7
Mr Paul Caiger-Watson	7	7
Rev John Michael Terry	7	7
Mr Andrew Beadsworth	6 (2 by proxy)	7
Mrs Emma McQuiston	7 (2 by proxy)	7
Mrs Heidi Healey	1	1
Mrs Lesley Powell	2	2

The overall attendance rate at Full Governing Body Meetings was 95.2%

Governance (continued)
Due to the Covid-19 pandemic, meetings from March 2020 onwards were conducted via MS Teams.

During 2019/20, Mr Richard Johnson and Mr David Scott-Batey all experienced difficulty in attending all meetings as a result of work commitments. They have however continued to make significant contributions to the work of the Governing Body.

<u>Governance reviews:</u>

- Mrs Lesley Powell was appointed as a Governor by the Members of the Trust on 25th March 2020
- Mrs Heidi Healey was appointed as a Governor by the Members of the Trust to fill the vacancy created by Mrs Sandra Evans, on 5th June 2020.
- Mrs Louise Tanner was appointed as Company Secretary on 19th June 2020 in succession to Mr Roger Wingrove.

The Finance and Personnel Committee is a sub-committee of the main board of trustees. Its purpose is to

- promote the Objects of the Academy Trust as detailed in paragraphs 4a and 4b of the Articles;
- carry out and monitor the implementation of the duties detailed in paragraphs 5 and 6.1 – 6.9 of the Articles, specifically to:
    - set and monitor the management of the annual budget and the three-year projected budget plan.
    - deciding how to spend the Academy's budget in accordance with its Financial Policies;
- determine the staffing complement and a salary policy for the Academy;
- have oversight and keep under review the Academy's Whistleblowing Policy;
- receive and consider reports on sustainability and future planning from the Development Working Group.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr Luke Bailey	5	5
Mr Paul Caiger-Watson	5 (1 by proxy)	5
Mr Richard Johnson	3 (1 by proxy)	5
Mr Iain Wilkie	5	5
Mrs Sara Willoughby	5	5
Mrs Emma McQuiston	5 (1 by proxy)	5
Mr Darren Nice	5 (3 by proxy)	5
Miss Nicola Whybrow	5	5

The overall attendance rate at Finance & Personnel Committee meetings was 95%

Governance (continued)

The Governance & Audit committee is a sub-committee of the main board of trustees. Its purpose is to

- review the structure and effectiveness of the Governing Body;
- co-ordinate the Governing Body's input into to annual Strategic Plan;
- maintain an oversight of the effectiveness of the Governing Body, monitoring the exercise of the Governing Bodies Statutory Responsibilities and system for Policy Review in order to ensure that all policies are ones that Governors would be comfortable defending in public;
- advise the Board/Governing Body and Accounting Officer on risk management and value for money systems and frameworks, thus maintaining an oversight of internal control;
- meet with the external auditor, to receive feedback on the annual audit;
- review the fraud response plan and ensuring that all allegations of fraud or irregularity are managed and investigated appropriately;
- supporting the work of the Internal Audit Officer.

In addition, the Committee maintains an oversight of Governor Self-Evaluation.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr Luke Bailey	2	3
Mr Roger Clear	3 (1 by proxy)	3
Mrs Sandra Evans	3 (1 by proxy)	3
Mrs Fran Munro	3 (2 by proxy)	3
Mrs Alex Hughes	3	3
Mr Darren Nice	2	3
Mr Iain Wilkie	3	3
Mrs Sara Willoughby	3	3

Review of Value for Money

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

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

- with the Governing Body continuing to hold the Staffing Structure and the Pay Policies under review to ensure that the needs of the pupils the objectives of the Academy are met in the most cost-effective way;
- ensuring that the provision of services by outside bodies is kept under review by relevant Committees, in accordance with a published calendar, and more cost-effective Service Level Agreements are negotiated;
- ensuring that all expenditure is kept under review and that more effective administration leads to savings;
- seeking to ensure that the parents of all pupils in Key Stage 1 who are entitled to Free School Meals, register for these, thus maximising Pupil Premium income;
- ensuring that principles of best value are applied at all times.

The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Hook-with-Warsash Church of England Academy for the period 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

Capacity to Handle Risk

The board of trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

The Risk and Control Framework

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the board of trustees
- regular reviews by the finance and general purposes committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes
- setting targets to measure financial and other performance
- clearly defined purchasing (asset purchase or capital investment) guidelines
- delegation of authority and segregation of duties
- identification and management of risks

Mr Darren Nice MBA, FCCA, a trustee and certificated accountant is the Academy's internal auditor.

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

- testing of payroll systems
- testing of purchase systems
- testing of control account/bank reconciliations
- testing of compliance with the Academies Financial Handbook

On a regular basis, the Auditor reports to the board of trustees, through the Governance and Audit Committee on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities and annually prepares an annual summary report to the committee outlining the areas reviewed, key findings, recommendations and conclusions to help the committee consider actions and assess year on year progress.

The Academies Finance Handbook now requires separation between internal and external audit functions on ethical grounds. The relevant section states:

Part 3 paragraph 3.20 states "Trusts should note that the Financial Reporting Council's revised Ethical Standard states that a firm providing external audit to an entity shall not also provide internal audit services to it. The Standard includes transitional arrangements which permit existing audit engagements at 15 March 2020 to conclude. In order to minimise threats to objectivity and independence in the internal scrutiny of academy trusts, ESFA considers that the term internal scrutiny should be viewed in the same way as internal audit".

While Mr Nice continues to be internal audit officer the necessary separation is achieved.

Review of Effectiveness

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

- the work of the internal auditor
- the work of the external auditor
- the financial management and governance self-assessment process or the school resource management self-assessment tool
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework

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

Approved by order of the members of the board of trustees on 7 December 2020 and signed on its behalf by:

Alexandra Hughes
Alexandra Hughes (Dec 13, 2020 22:27 GMT)

Alex Hughes
Chair of Trustees

Sara Willoughby
Sara Willoughby (Dec 16, 2020 10:49 GMT)

Sara Willoughby
Accounting Officer

Hook-with-Warsash Church of England Academy

Statement of Regularity, Propriety and Compliance

As accounting officer of Hook-with-Warsash Church of England Academy I have considered my responsibility to notify the academy trust board of trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

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

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

Sara Willoughby
Sara Willoughby (Dec 16, 2020 10:49 GMT)

Sara Willoughby
Accounting Officer
7 December 2020

Hook-with-Warsash Church of England Academy

Statement of Trustees' Responsibilities

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

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

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

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

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

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

Approved by order of the members of the board of trustees on 7 December 2020 and signed on its behalf by:

Alexandra Hughes
Alexandra Hughes (Dec 13, 2020 22:27 GMT)

Alex Hughes
Chair of Trustees

Hook-with-Warsash Church of England Academy

Independent Auditor's Report on the Financial Statements to the Members of Hook-with-Warsash Church of England Academy

Opinion

We have audited the financial statements of Hook-with-Warsash Church of England Academy ('the charitable company') for the year ended 31 August 2020 which comprise the Statement of Financial Activities (including the Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

Hook-with-Warsash Church of England Academy

Independent Auditor's Report on the Financial Statements to the Members of Hook-with-Warsash Church of England Academy

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

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

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

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.

RA Hurst

RA Hurst (Dec 17, 2020 11:49 GMT)

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

Date 17/12/2020

Hook-with-Warsash Church of England Academy

Independent Reporting Accountant's Assurance Report on Regularity to Hook-with-Warsash Church of England Academy and the Education & Skills Funding Agency

In accordance with the terms of our engagement letter dated 1 September 2019 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Hook-with-Warsash Church of England Academy during the period 1 September 2019 to 31 August 2020 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to the Board of Trustees and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Hook-with-Warsash Church of England Academy and the ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Hook-with-Warsash Church of England Academy and the ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Hook-with-Warsash Church of England Academy's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Hook-with-Warsash Church of England Academy's funding agreement with the Secretary of State for Education dated 1 September 2012 and the Academies Financial Handbook, extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

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

Hook-with-Warsash Church of England Academy

Independent Reporting Accountant's Assurance Report on Regularity to Hook-with-Warsash Church of England Academy and the Education & Skills Funding Agency

Approach

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

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

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

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

The work undertaken to draw to our conclusion includes:

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

Hook-with-Warsash Church of England Academy

Independent Reporting Accountant's Assurance Report on Regularity to Hook-with-Warsash Church of England Academy and the Education & Skills Funding Agency

Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

RA Hurst

RA Hurst (Dec 17, 2020 11:49 GMT)

R Hurst FCA
Reporting Accountant
Hopper Williams & Bell Limited
Chartered Accountants
Highland House, Mayflower Close, Chandlers Ford, Eastleigh SO53 4AR

Date 17/12/2020

Hook-with-Warsash Church of England Academy

Statement of Financial Activities for the year ended 31 August 2020 (including Income and Expenditure Account)

	Note	Un-restricted funds £	Restricted General Funds £	Restricted Pension Funds £	Restricted Fixed Asset Funds £	2019/20 Total £	2018/19 Total £
Income and endowments from:							
Donations and capital grants	2	-	31,186	-	38,958	70,144	62,325
Charitable activities:							
Funding for the academy trust's educational operations	3	-	1,745,156	-	-	1,745,156	1,682,866
Other trading activities	4	22,673	-	-	-	22,673	30,969
Investments	5	1,485	-	-	-	1,485	1,968
Total		24,158	1,776,342	-	38,958	1,839,458	1,778,128
Expenditure on:							
Charitable activities:							
Academy trust educational operations	7	-	1,716,422	90,000	90,548	1,896,970	1,927,225
Net income / (expenditure)		24,158	59,920	(90,000)	(51,590)	(57,512)	(149,097)
Transfers between funds	16	-	(6,149)	-	6,149	-	-
Other recognised gains / (losses):							
Actuarial losses on defined benefit pension schemes	24	-	-	(211,000)	-	(211,000)	(210,000)
Net movement in funds		24,158	53,771	(301,000)	(45,441)	(268,512)	(359,097)
Reconciliation of funds							
Total funds brought forward		115,301	99,705	(731,000)	3,854,508	3,338,514	3,697,611
Total funds carried forward		139,459	153,476	(1,032,000)	3,809,067	3,070,002	3,338,514

The notes on pages 42 to 64 form part of these financial statements.

Hook-with-Warsash Church of England Academy

Balance Sheet as at 31 August 2020

Company Number 08153776

	Note	2020	2020	2019	2019
		£	£	£	£
Fixed assets					
Tangible assets	11		3,792,897		3,817,103
Current assets					
Debtors	12	73,551		56,882	
Investments	13	152,000		152,000	
Cash at bank and in hand		299,165		230,441	
		524,716		439,323	
Liabilities					
Creditors: Amounts falling due within one year	14	(203,269)		(172,326)	
Net current assets			321,447		266,997
Total assets less current liabilities			4,114,344		4,084,100
Creditors:					
Amounts falling due after more than one year	15		(12,342)		(14,586)
Net assets excluding pension liability			4,102,002		4,069,514
Defined benefit pension scheme liability	24		(1,032,000)		(731,000)
Total net assets			3,070,002		3,338,514
Funds of the academy trust:					
Restricted funds					
Fixed asset fund	16	3,809,067		3,854,508	
Restricted income fund	16	153,476		99,705	
Pension reserve	16	(1,032,000)		(731,000)	
Total restricted funds			2,930,543		3,223,213
Unrestricted income funds	16		139,459		115,301
Total funds			3,070,002		3,338,514

The financial statements on pages 39 to 64 were approved by the trustees and authorised for issue on 7 December 2020 and are signed on their behalf by:

Alexandra Hughes
Alexandra Hughes (Dec 13, 2020 22:27 GMT)

Alex Hughes
Chair of Trustees

The notes on pages 42 to 64 form part of these financial statements.

Hook-with-Warsash Church of England Academy

Statement of Cash Flows for the year ended 31 August 2020

	Note	2020	2019
		£	£
Cash flows from operating activities			
Net cash provided by (used in) operating activities	19	116,419	17,337
Cash flows from investing activities	20	(47,695)	(9,036)
Change in cash and cash equivalents in the reporting period		68,724	8,301
Cash and cash equivalents at 1 September 2019		230,441	222,140
Cash and cash equivalents at 31 August 2020	21	299,165	230,441

1 Accounting policies

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

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

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

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

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

  General Annual Grant is recognised in full in the Statement of Financial Activities in the year for which it is receivable and any abatement in respect of the period is deducted from income and recognised as a liability.

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

- 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.

Income (continued)

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

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

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

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

All resources expended are inclusive of irrecoverable VAT.

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

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

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

Leasehold Land and Buildings	Shorter of 50 years straight line or the length of the lease
Furniture and Equipment	5 years straight line
Computer Equipment	3 years straight line

Long leasehold land has not been depreciated as it is similar to freehold land, which does not require depreciation.

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

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

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

Provisions

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

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

Leased Assets

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

Financial Instruments

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

Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 12. Prepayments are not financial instruments.

Current asset investments

Current asset investments comprise fixed term bank deposits. These investments are classified as a basic financial instrument and are measured at amortised cost.

Cash at bank

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

Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

Taxation

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

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

Pensions Benefits

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

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

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to 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.

Fund Accounting

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

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

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

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

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

The assumptions used are disclosed in note 24.

Critical areas of judgement
There are no other critical areas of judgement.

2 Donations and capital grants

	Unrestricted funds	Restricted funds	2019/20 Total	2018/19 Total
	£	£	£	£
Capital grants	-	8,658	8,658	24,843
Other donations	-	61,486	61,486	37,482
	-	70,144	70,144	62,325
Total 2019	-	62,325	62,325	

Hook-with-Warsash Church of England Academy

Notes to the Financial Statements for the Year Ended 31 August 2020

3 Funding for the Academy Trust's educational operations

	Unrestricted funds	Restricted funds	2019/20 Total	2018/19 Total
	£	£	£	£
DfE / ESFA grants				
General Annual Grant (GAG)	-	1,433,536	1,433,536	1,379,230
Pupil Premium	-	60,081	60,081	33,548
Other DfE Group grants	-	164,027	164,027	104,072
	-	1,657,644	1,657,644	1,516,850
Other government grants				
Local authority grants	-	-	-	44,513
Other income from the academy trust's educational operations				
Trip income	-	39,317	39,317	57,634
Tuition fee income	-	8,440	8,440	11,624
Catering income	-	37,855	37,855	47,475
Other income	-	1,900	1,900	4,770
	-	87,512	87,512	121,503
	-	1,745,156	1,745,156	1,682,866
Total 2019	-	1,682,866	1,682,866	

4 Other trading activities

	Unrestricted funds	Restricted funds	2019/20 Total	2018/19 Total
	£	£	£	£
Hire of facilities	13,435	-	13,435	15,671
Sale of goods and services	9,238	-	9,238	15,298
	22,673	-	22,673	30,969
Total 2019	30,969	-	30,969	

5 Investment income

	Unrestricted funds	Restricted funds	2019/20 Total	2018/19 Total
	£	£	£	£
Short term deposits	1,485	-	1,485	1,968
Total 2019	1,968	-	1,968	

6 Expenditure

		Non Pay Expenditure		Total	Total
	Staff costs	Premises	Other	2019/20	2018/19
	£	£	£	£	£
Academy's educational operations:					
Direct costs	1,135,680	-	155,407	1,291,087	1,280,382
Allocated support costs	272,797	105,009	228,077	605,883	646,843
	1,408,477	105,009	383,484	1,896,970	1,927,225
Total 2019	1,375,816	94,932	456,477	1,927,225	

Net income/(expenditure) for the period includes:

	2019/20	2018/19
	£	£
Operating lease rentals	3,847	3,847
Depreciation	71,901	85,032
Fees payable to auditor for:		
Audit	5,205	5,155
Other services	3,180	2,875

7 Charitable activities

	2019/20 Total £	2018/19 Total £
Direct costs	1,291,087	1,280,382
Support costs	605,883	646,843
	1,896,970	1,927,225

Analysis of support costs:

	Educational operations £	2019/20 Total £	2018/19 Total £
Support staff costs	272,797	272,797	289,797
Depreciation	71,901	71,901	85,032
Technology costs	11,904	11,904	11,588
Premises costs	105,009	105,009	94,932
Other support costs	135,887	135,887	157,464
Governance costs	8,385	8,385	8,030
Total support costs	605,883	605,883	646,843
Total 2019	646,843	646,843	

Premises costs includes £18,647 (2019: £0) in respect of expenditure on capital projects, which were funded by capital grants from the ESFA.

8 Staff

a) Staff costs

Staff costs during the period were:

	2019/20	2018/19
	£	£
Wages and salaries	1,015,370	1,018,697
Social security costs	83,097	83,043
Pension costs	305,601	266,862
	1,404,068	1,368,602
Agency staff costs	4,409	7,214
	1,408,477	1,375,816

b) Staff numbers

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

	2019/20	2018/19
	No.	No.
Teachers	15	15
Administration and support	41	45
Management	3	3
	59	63

c) Higher paid staff

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

	2019/20	2018/19
	No.	No.
£60,001 - £70,000	-	1
£70,001 - £80,000	1	-

d) Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page . The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy trust was £275,638 (2019: £244,826).

9 Related Party Transactions – Trustees' remuneration and expenses

One or more trustees has been paid remuneration or has received other benefits from employment with the academy trust. The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment.

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

		2019/20	2018/19
		£000	£000
Julie Nunn	Remuneration	10-15	10-15
(Staff trustee)	Employer's pension contributions paid	0-5	0-5
Nicole Whybrow	Remuneration	35-40	35-40
(Staff trustee)	Employer's pension contributions paid	5-10	5-10
Sara Willoughby	Remuneration	70-75	65-70
(Staff trustee)	Employer's pension contributions paid	15-20	10-15

During the period ended 31 August 2020, no trustees received any reimbursement of expenses (2019: none).

10 Trustees and officers insurance

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

11 Tangible fixed assets

	Leasehold Land and Buildings	Furniture and Equipment	Computer Equipment	Total
	£	£	£	£
Cost				
At 1 September 2019	4,276,000	26,000	103,991	4,405,991
Acquisitions	-	40,995	6,700	47,695
At 31 August 2020	4,276,000	66,995	110,691	4,453,686
Depreciation				
At 1 September 2019	466,480	26,000	96,408	588,888
Charged in year	66,640	757	4,504	71,901
At 31 August 2020	533,120	26,757	100,912	660,789
Net book values				
At 31 August 2019	3,809,520	-	7,583	3,817,103
At 31 August 2020	3,742,880	40,238	9,779	3,792,897

12 Debtors

	2019/20	2018/19
	£	£
Trade debtors	2,409	3,372
VAT recoverable	15,208	5,609
Prepayments and accrued income	55,934	47,901
	73,551	56,882

13 Current asset investments

	2019/20	2018/19
	£	£
Bank deposits	152,000	152,000

14 Creditors: amounts falling due within one year

	2019/20	2018/19
	£	£
Trade creditors	88,492	30,212
Other taxation and social security	20,327	21,418
Loans falling due within one year	2,244	2,244
Other creditors falling due within one year	24,530	22,397
Accruals and deferred income	67,676	96,055
	203,269	172,326

	2019/20	2018/19
	£	£
Deferred income at 1 September 2019	70,828	68,229
Released from previous years	(70,828)	(68,229)
Resources deferred in the year	64,617	70,828
Deferred income at 31 August 2020	64,617	70,828

At the balance sheet date the academy trust was holding funds received in advance from the ESFA for provisional funding received in respect of the Universal Infant Free School Meals programme, and trips in respect of the forthcoming financial year.

Loans falling due within one year comprises an interest free energy efficiency loan from Salix Finance, which is repayable in instalments over eight years between October 2018 and September 2026.

15 Creditors: amounts falling due in greater than one year

	2019/20	2018/19
	£	£
Loans falling due in greater than one year	12,342	14,586

Loans falling due in greater than one year comprises an interest free energy efficiency loan from Salix Finance, which is repayable in instalments over eight years between October 2018 and September 2026.

16 Funds

	Balance at 1 September 2019	Income	Expenditure	Transfers	Gains and losses	Balance at 31 August 2020
	£	£	£	£	£	£
Restricted general funds						
General Annual Grant (GAG)	-	1,433,536	(1,433,536)	-	-	-
Pupil Premium	-	60,081	(60,081)	-	-	-
Other DfE/ESFA grants	-	164,027	(164,027)	-	-	-
Other educational activities	99,705	118,698	(58,778)	(6,149)	-	153,476
	99,705	1,776,342	(1,716,422)	(6,149)	-	153,476
Pension reserve	(731,000)	-	(90,000)	-	(211,000)	(1,032,000)
	(631,295)	1,776,342	(1,806,422)	(6,149)	(211,000)	(878,524)
Restricted fixed asset funds						
Fixed asset fund	3,817,103	-	(71,901)	47,695	-	3,792,897
ESFA capital grants (DFC)	37,405	8,658	(18,647)	(11,246)	-	16,170
Other capital income	-	30,300	-	(30,300)	-	-
	3,854,508	38,958	(90,548)	6,149	-	3,809,067
Total restricted funds	3,223,213	1,815,300	(1,896,970)	-	(211,000)	2,930,543
Total unrestricted funds	115,301	24,158	-	-	-	139,459
Total funds	3,338,514	1,839,458	(1,896,970)	-	(211,000)	3,070,002

16 Funds (continued)

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

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

Other DfE/ESFA grants
This is funding received from the ESFA for specific purposes, for example pupil premium funding.

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

Other educational activities
This includes all other educational income/expenditure.

Pension reserve
This represents the negative reserve in respect of the liability on the LGPS pension scheme which was transferred to the academy trust on conversion.

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

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

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

Under the funding agreement with the Secretary of State, the Academy Trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2020.

16 Funds (continued)

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

	Balance at 1 September 2018 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 August 2019 £
Restricted general funds						
General Annual Grant (GAG)	-	1,379,230	(1,379,230)	-	-	-
Pupil Premium	-	33,548	(33,548)	-	-	-
Other DfE/ESFA grants	-	104,072	(104,072)	-	-	-
Other government grants	-	44,513	(44,513)	-	-	-
Other educational activities	121,284	158,985	(172,628)	(7,936)	-	99,705
	121,284	1,720,348	(1,733,991)	(7,936)	-	99,705
Pension reserve	(425,000)	-	(96,000)	-	(210,000)	(731,000)
	(303,716)	1,720,348	(1,829,991)	(7,936)	(210,000)	(631,295)
Restricted fixed asset funds						
Fixed asset fund	3,894,199	-	(85,032)	7,936	-	3,817,103
ESFA capital grants (DFC)	12,562	24,843	-	-	-	37,405
	3,906,761	24,843	(85,032)	7,936	-	3,854,508
Total restricted funds	3,603,045	1,745,191	(1,915,023)	-	(210,000)	3,223,213
Total unrestricted funds	94,566	32,937	(12,202)	-	-	115,301
Total funds	3,697,611	1,778,128	(1,927,225)	-	(210,000)	3,338,514

17 Analysis of net assets between funds

	Un-restricted funds	Restricted general funds	Restricted pension funds	Restricted fixed asset funds	Total funds
	£	£	£	£	£
Tangible fixed assets	-	-	-	3,792,897	3,792,897
Current assets	139,459	369,087	-	16,170	524,716
Current liabilities	-	(203,269)	-	-	(203,269)
Non-current liabilities	-	(12,342)	-	-	(12,342)
Pension scheme liability	-	-	(1,032,000)	-	(1,032,000)
Total net assets	139,459	153,476	(1,032,000)	3,809,067	3,070,002

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

	Un-restricted funds	Restricted general funds	Restricted pension funds	Restricted fixed asset funds	Total funds
	£	£	£	£	£
Tangible fixed assets	-	-	-	3,817,103	3,817,103
Current assets	115,301	286,617	-	37,405	439,323
Current liabilities	-	(172,326)	-	-	(172,326)
Non-current liabilities	-	(14,586)	-	-	(14,586)
Pension scheme liability	-	-	(731,000)	-	(731,000)
Total net assets	115,301	99,705	(731,000)	3,854,508	3,338,514

18 Commitments under operating leases

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

	2019/20	2018/19
	£	£
Amounts due within one year	2,149	3,847

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

	2019/20	2018/19
	£	£
Net expenditure for the reporting period	(57,512)	(149,097)
Adjusted for:		
Depreciation	71,901	85,032
Defined benefit pension scheme cost less contributions payable	77,000	85,000
Defined benefit pension scheme finance cost	13,000	11,000
(Increase) / decrease in debtors	(16,669)	56,982
Increase / (decrease) in creditors	28,699	(71,580)
Net cash provided by Operating Activities	116,419	17,337

20 Cash flows from investing activities

	2019/20	2018/19
	£	£
Decrease / (increase) in current asset investments	-	(1,100)
Purchase of tangible fixed assets	(47,695)	(7,936)
Net cash used in investing activities	(47,695)	(9,036)

21 Analysis of cash and cash equivalents

	2019/20	2018/19
	£	£
Cash at bank and in hand	195,595	147,354
Notice deposits (less than 3 months)	103,570	83,087
Total cash and cash equivalents	299,165	230,441

22 Analysis of changes in net debt

	At 1 September 2019	Cash flows	Acquisition/ disposal of subsidiaries	New finance leases	Other non-cash changes	At 31 August 2020
	£	£	£	£	£	£
Cash	147,354	48,241	-	-	-	195,595
Cash equivalents	83,087	20,483	-	-	-	103,570
	230,441	68,724	-	-	-	299,165
Loans falling due within one year	(2,244)	-	-	-	-	(2,244)
Loans falling due after more than one year	(14,586)	2,244	-	-	-	(12,342)
Total	213,611	70,968	-	-	-	284,579

23 Members liability

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

24 Pension and similar obligations

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

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

Contributions amounting to £24,530 were payable to the schemes at 31 August 2020 (2019: £22,397) and are included within creditors.

Teachers' Pension Scheme

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

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

Valuation of the Teachers' Pension Scheme

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

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

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

The employer's pension costs paid to TPS in the period amounted to £160,600 (2019: £108,230).

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

24 Pension and similar obligations (continued)

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was as follows:

	2020	2019
	£	£
Employer's contributions	66,000	71,000
Employees' contributions	18,000	19,000
	84,000	90,000

The agreed contribution rates for future years are 18.9% for employers and 5.5% to 12.5% for employees.

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

Principal actuarial assumptions

	2020	2019
Rate of increase in salaries	3.3%	3.6%
Rate of increase for pensions in payment/inflation	2.3%	2.1%
Discount rate for scheme liabilities	1.7%	1.8%
Inflation assumption (CPI)	2.3%	2.1%

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

	2020	2019
Retiring today		
Males	23.0	23.1
Females	25.5	25.8
Retiring in 20 years		
Males	24.7	24.7
Females	27.2	27.6

24 Pension and similar obligations (continued)

Sensitivity analysis

	Increase/(reduction) in defined benefit obligation 2020 £	2019 £
Discount rate +0.1%	(55,000)	(37,000)
Discount rate -0.1%	55,000	38,000
Mortality assumption – 1 year increase	91,000	64,000
Mortality assumption – 1 year decrease	(88,000)	(64,000)

The academy trust's share of the assets in the scheme were:

	2020 £	2019 £
Equities	843,000	689,000
Property	89,000	82,000
Government bonds	288,000	236,000
Cash	24,000	22,000
Other	242,000	115,000
Total market value of assets	1,486,000	1,144,000

The actual return on scheme assets was £281,000 (2019: £63,000).

Amount recognised in the Statement of Financial Activities

	2019/20 £	2018/19 £
Current service cost	143,000	108,000
Past service cost	-	48,000
Interest income	(21,000)	(29,000)
Interest cost	34,000	40,000
Total amount recognised in the SOFA	156,000	167,000

24 Pension and similar obligations (continued)

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

	2019/20	2018/19
	£	£
At 1 September	1,875,000	1,439,000
Current service cost	143,000	108,000
Interest cost	34,000	40,000
Employee contributions	18,000	19,000
Actuarial loss	471,000	244,000
Benefits paid	(23,000)	(23,000)
Past service cost	-	48,000
At 31 August	2,518,000	1,875,000

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

	2019/20	2018/19
	£	£
At 1 September	1,144,000	1,014,000
Interest income	21,000	29,000
Actuarial gain	260,000	34,000
Employer contributions	66,000	71,000
Employee contributions	18,000	19,000
Benefits paid	(23,000)	(23,000)
At 31 August	1,486,000	1,144,000

25 Related party transactions

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