

Registered number: 07982312

HELLESDON HIGH SCHOOL

GOVERNORS' REPORT AND FINANCIAL STATEMENTS

FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

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HELLESDON HIGH SCHOOL
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS GOVERNORS AND ADVISERS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013**

Governors	<p>Roger Payne (appointed 1 September 2012) Kevin Chambers-Paston (appointed 1 September 2012) David R Bowman (appointed 1 April 2012)¹ David P Armstrong (appointed 1 April 2012)¹ Mary E Richards (appointed 1 April 2012)¹ Joanna L Storey (appointed 1 April 2012)¹ Helen Wardale (appointed 1 April 2012) Michael Banks (appointed 1 April 2012)¹ Sharon L Smith (appointed 1 April 2012)¹ Gerard J Batty, Headteacher (appointed 8 March 2012)^{1,2} Debra A Griffiths, Chair (appointed 8 March 2012)^{1,2} Rosemary C Swords (appointed 8 March 2012, resigned 24 July 2013) Lorraine E Campbell (appointed 1 April 2012, resigned 8 July 2013) Paul D Mynard (appointed 1 April 2012, resigned 15 May 2013) Diane T Culling (appointed 1 April 2012, resigned 9 July 2012) Tania Barnett (appointed 1 April 2012, resigned 20 June 2012) Sian Foch Gatrell (appointed 1 November 2012) Kingsley Avenell (appointed 8 July 2013) Antony J Crush (appointed 8 July 2013)</p> <p>1 Member of Finance Committee 2 Members/Trustees</p>
Company registered number	07982312
Principal and registered office	Middletons Lane Hellesdon Norwich Norfolk NR6 5SB
Company secretary	Linda C Mortimer
Senior management team	A Wang, Deputy Head Teacher (Teaching & Learning) C Cowan, Assistant Head Teacher (School Self Review) M Earl, Assistant Head Teacher (Curriculum & Timetable) P Jones, Assistant Head Teacher (Inclusion, Intervention and Extended Schools) S Jones, Assistant Head Teacher (Performance Management, Professional Development, Safeguarding) T Rolfe, Assistant Head Teacher (Assessment and Tracking) R Taylor, Assistant Head Teacher and Director of Sixth Form (Achievement and Standards Post 16)
Independent auditors	Price Bailey LLP Chartered Accountants 20 Central Avenue St Andrews Business Park Thorpe St Andrew Norwich Norfolk NR7 0HR

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Advisers (continued)

Bankers

Lloyds TSB
Norwich
Norfolk

Solicitors

Eversheds LLP
Ketts House
Station Road
Cambridge

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GOVERNORS' REPORT
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

The Governors (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Hellesdon High School (the academy) for the 17 month period ended 31 August 2013. The Governors confirm that the Annual Report and financial statements of the academy comply with the current statutory requirements, the requirements of the academy's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

CONSTITUTION

Hellesdon High School (herein known as 'The Academy' or 'The School') 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 governors act as the trustees for the charitable activities of Hellesdon High School and are also the directors of the Charitable Company for the purposes of company law. The Charitable Company is known as Hellesdon High School.

Details of the governors who served throughout the period, except as noted, 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.

METHOD OF RECRUITMENT AND APPOINTMENT OR ELECTION OF GOVERNORS

Governors are appointed into one of four categories (Staff, Parent, Member Appointed and Governor Co-opted) up to the permissible numbers as described in the Articles of Association. The term of office for all Governors (with the exception of the Head Teacher as ex officio) is 4 years. Governors may stand for re-election at the end of their term of office in any applicable category where a vacancy exists. Governors who transferred to the Company from the maintained school's original governing body at the date of incorporation (and/or granting of the Academy Order) will serve the balance of their original term of office (commenced when as a maintained school) and may then stand for re-election.

Where a vacancy exists:

- Staff and Parent Governors shall be elected by nomination by and ballot of their respective categories.
- Recruitment of 'Member Appointed' and 'Governor Co-opted' Governors will be by advertisement, existing association with the School or informal recommendation by a governor or trust member and will be targeted at maintaining an appropriate broad and balanced skill set across the governing body. In general, CVs and references shall be requested (unless the individual is already known to the School) and an informal interview with the Chair will be undertaken prior to any recommendation for appointment.

Member Appointed Governors shall be appointed by majority agreement of the members of the trust following a recommendation from the Governors. Governor Co-opted Governors shall be appointed by majority agreement of the Governors.

The Secretary of State has the right to appoint Additional Governors under the terms of the Articles of Association where it is deemed necessary. There were no governors appointed in this category during the period of the report.

POLICIES AND PROCEDURES ADOPTED FOR THE INDUCTION AND TRAINING OF GOVERNORS

The training and induction provided for new Governors will depend on their existing experience. Where necessary induction will provide training on charity and educational legal and financial matters. All new Governors will be given a tour of the School and the chance to meet with staff and students. All governors are provided with an Induction Pack comprising of minutes, development plans, meeting schedules, details of key personnel, passwords and other documents that they will need to undertake their role as governors. As there are normally only two or three new governors a year, induction tends to be done informally by the Chair and is tailored specifically to the individual.

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GOVERNORS' REPORT (continued)
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All new/inexperienced Governors are expected to undertake the 'Introduction to Governance' new governor training course provided by Governor Services within the first six months of their term. Additional training for all governors is identified by the individuals and by an annual Skills Audit conducted by the Chair.

All training undertaken is recorded by the Clerk to Governors and reported to Governors at each of its meetings. In the period of this report, 8 governors underwent training in 16 different courses. Additionally a whole Governing Body training event 'Achieving Excellence in Leadership' was held in February 2013.

ORGANISATIONAL STRUCTURE

The management structure consists of 3 levels - the Governors, the Leadership Team and Heads of Department. Each member of the Leadership Team is the nominated link to one or more Department Heads and/or has a key leadership role in a specific area of the School (eg behaviour and attendance, curriculum and timetabling etc). Involvement in decision making is encouraged at all levels.

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

The Leadership Team consists of the Head Teacher, Deputy Head Teacher, six Assistant Head Teachers and the Business Manager. These managers control the School at an executive level, implementing the policies laid down by the Governors and reporting back to them.

As a group the Leadership Team are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment panels for posts in the Leadership Team and at Department Head/Head of Year level always contain a Governor. The Head Teacher is the Accounting Officer for the Company.

The Leadership Team, in conjunction with 12 Department Heads and 7 Heads of Year, are responsible for the day to day operation of the School, in particular organising the teaching staff, facilities and students.

CONNECTED ORGANISATIONS, INCLUDING RELATED PARTY RELATIONSHIPS

Hellesdon/Taverham Sixth Form Partnership

For the period of the report, the Academy's Sixth Form was part of the Hellesdon/Taverham Sixth Form Partnership with Taverham High School. The Director of Sixth Form, whilst employed by Hellesdon High School, implemented his role equally across the two School Sites and approximately 2/5 (allowing for his main school teaching) of his costs were recovered from Taverham High School.

Governance of the Sixth Form Partnership was overseen jointly by 3 governors from each school (including both Chairs) and the two Head Teachers and was covered by a Partnership agreement signed by both schools. Sixth form budget allocations were made to the two schools separately by the Education Funding Agency and expenditure was monitored by the individual governing bodies.

The Sixth Form Partnership Governors were responsible for setting sixth form policy, monitoring performance and making joint decisions regarding the direction of the Sixth Form Partnership and any shared funding implications.

N.B. Notification was received from Taverham High School in February 2013 that they intended to withdraw from the Partnership. From September 2013, existing students enrolled in the Partnership (Y12 academic year 2012/3) will continue into Y13 under the existing partnership arrangements until the end of academic year 2013-4 at which time the partnership will be fully dissolved.

New students entering Y12 in September 2013 will be registered solely to the Hellesdon Sixth Form and will come under the governance of Hellesdon High School via the Hellesdon High School Governors' Sixth Form Committee.

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GOVERNORS' REPORT (continued)
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Hellesdon High School PTA

Hellesdon High School PTA is a registered charity run by parents, friends and staff of Hellesdon High School which uses the School premises to organise fundraising events to provide funds to support students by provision of additional equipment etc (eg picnic benches and outside shelters etc). An annual report, prepared by the charity is provided to the School.

During the period of this report, the School has been in receipt of £1631.97 in donations from the HHS PTA and has hosted 7 events. Two of the Hellesdon High School Governors were also members of the PTA. A number of new projects have been identified by the school for funding by PTA during 2014.

RISK MANAGEMENT

The governors and Leadership Team have assessed the major risks to which the Academy is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy, and its finances. This initial assessment of risk took place during the first four months following receipt of the Academy Order and was confirmed at the first meeting of Governors in September 2012. The governors have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls and this is explained in more detail in the following statement.

GOVERNORS' INDEMNITIES

At the time of conversion an indemnity was provided by Norfolk County Council, detailed in the Commercial Transfer Agreement, relating to provision for staff related litigation costs.

PRINCIPAL ACTIVITIES

The Academy's principle purpose, as described in its Articles of Association and the Funding Agreement with the DfE as 'The Object', is to:

- advance for the public benefit education in the United Kingdom by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum.
- promote for the benefit of the public in the United Kingdom the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of the said inhabitants.

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Objectives and Activities

OBJECTS AND AIMS

The principal object and activity of the charitable company is the operation of Hellesdon High School to provide a broad and balanced education for students of different abilities between the ages of 11 and 19.

In accordance with the articles of association the charitable company has adopted a "Scheme of Government" approved by the Secretary of State for Education within its Funding Agreement. The Scheme of Government specifies, amongst other things, the basis for admitting students to the School, the catchment area from which the students are drawn, and that the curriculum should comply with the substance of the national curriculum.

Additionally, the School aims to make its facilities available for use by the local community and Schools within its Cluster for leisure and recreational activities to improve social welfare and community cohesion.

OBJECTIVES, STRATEGIES AND ACTIVITIES

The main objectives of the School during period 8 March 2012 to 31 August 2013 (originally developed whilst a maintained school but encompassing the period of this report) are summarised below:

- to ensure that every child enjoys the same high quality education in terms of resourcing, teaching and care;
- to raise the standard of educational achievement of all students, across all key stages;
- to ensure students and staff learn and work in a safe and well maintained environment;
- to minimise the School's impact on the environment and increase awareness of environmental issues amongst students and staff;
- to provide value for money for the funds expended;
- to comply with all appropriate statutory and curriculum requirements and
- to conduct the School's business in accordance with the highest standards of integrity, probity and openness.

The School's main strategy is encompassed in its Aims which are:

- Every member of the school community to have no barriers to opportunity, achievement, success or enjoyment
- Every student to feel valued for who they are, so they can grow and flourish into confident, successful adults
- All our families to feel valued and their diversity recognised and celebrated
- Our wider community benefits from the work of the school, building on the values of community cohesion

To this end the activities provided include:

- teaching and learning opportunities for all students to attain appropriate academic qualifications and to develop socially and morally;
- review and development of the curriculum in line with Government strategies and the needs of students;
- a restructured tutor system from Year 9 introducing individual mentoring to review the progress, attendance, behaviour and welfare of each student in regular meetings with a named member of staff;
- intervention strategies in relation to attainment, behaviour, attendance and bullying through suitable identification, rewards and sanctions;
- strategies to assess, review and improve lesson delivery, marking and student assessment through lesson observation, self evaluation, training and identification of best practice;
- training opportunities for all staff, and especially teaching staff;
- a programme of sporting and after school leisure activities for all students;
- a system of after school clubs to allow students to explore the environment, science, technology, music and drama in practical and project oriented ways;
- a careers advisory service to help students obtain employment or move on to higher education;
- working in partnership with feeder schools and the Hellesdon Cluster to develop a coherent and coordinated programme of activities and facilitate the transition to Key Stage 3;
- monitoring and maintenance of a safe and secure environment, including a system of risk assessment review and incident analysis;
- introduction of environmental objectives and targets for the period April 2012 to December 2013.

EQUAL OPPORTUNITIES POLICY

The governors recognise that equal opportunities should be an integral part of good practice within the workplace. The School aims to establish equal opportunity in all areas of its activities including creating a working environment in which the contribution and needs of all people are fully valued.

All School policies undergo an Equality Impact Assessment as part of the ratification process.

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GOVERNORS' REPORT (continued)
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DISABLED PERSONS

Lifts, ramps and disabled toilets are installed and door widths are adequate to enable wheelchair access to all the main areas of the School. Where access is restricted, arrangements are in place through timetabling and room allocation to allow participation in all activities. The policy of the School is to support recruitment and retention of students and employees with disabilities. The School does this by adapting the physical environment, by making support resources available and through training and career development.

PUBLIC BENEFIT

The Academy's object is to provide free education and widening opportunities for the students of Hellesdon High School and the wider community. This has been enhanced by the provision of a Hair and Beauty Salon which will facilitate a City and Guilds qualification in Hair and Beauty with effect from 1 September 2012 and a BTEC Construction facility for the provision of Level 2 qualification in Construction. The school facilities are open to the public for hire throughout the year and are also used by Adult Education to enable the running of evening classes. The Academy also has links with a school in India.

A school community open day, open to the general public, was held in September 2012 to celebrate the School's 75th birthday.

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Achievements and performance

GOING CONCERN

After making appropriate enquiries, the Governing Body 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.

KEY FINANCIAL PERFORMANCE INDICATORS

- Maintaining a 3 year balanced budget
- Maintaining adequate staffing levels to meet requirements of the timetable
- Maintaining staffing levels to ensure adequate provision for SEN students
- Maintaining a 3 year budget to include the priorities as set in the School Improvement Development Plan
- Continuation of successful initiatives to enable increased student achievement
- Capital investment in developing the infrastructure to provide enhanced curriculum opportunities
- Increased achievement attributable to maintaining effective student : teacher ratio

REVIEW OF ACTIVITIES

Students on Roll - End of Academic Year:

2011/2012	1264
2012/2013	1255

Results 2012

(Note 2012 targets were set when operating as a maintained school.)

KS4	Actual	Target
5 A*-C including English and Maths	72%	70% (which was a stretched target 5% beyond Fisher Family Trust D – FFTD of 65%)

KS5

(These figures are for Hellesdon High School registered students within the Hellesdon/Taverham Sixth Form Partnership only)

Average Point Score per Student	751	800
Average Point Score per Entry	214	225

Results 2013

KS4	Actual	Target
5 A*-C including English and Maths	64%	75% (which was a stretched target 13% beyond Fisher Family Trust D – FFTD of 62%)

The reduction in GCSE results between 2012 and 2013 reflects both the relative lower ability of the cohort (lower FFTD) and a general raising of the grade boundaries by exam boards nationally across many subjects in 2013. The school remains in the top 10 schools in Norfolk and above national averages (provisionally 60% for 2013).

Figures for the core subjects: English (74%), maths (76%), core science (74%) and additional science (83%) A*-C in 2013 were all at least 10-15% above (provisional) national averages.

KS5

(These figures are for Hellesdon High School registered students within the Hellesdon/Taverham Sixth Form Partnership only)

Average Point Score per Student (APS)	779	800
Average Point Score per Entry (APE)	218	225

The school has moved significantly from 631 and 193 in 2008 to 779 and 218 in 2013.

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GOVERNORS' REPORT (continued)
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Attendance targets and results:

Note: in 2012/13 two measures of Persistent Absence (PA) were set for levels of 80% and 85% attendance as per changes introduced by the Government (previously only measured at 80% attendance).

	Target (%) (Attendance)	Actual (%) (Attendance)	Target (%) (PA)	Actual (%) (PA)
2013	94	94.1	7.5 (85%) 4.0 (80%)	6.1 (85%) 3.1 (80%)
2012	94	94.1	4.0	2.9
2011	94	93.8	4.5	3.5
2010	93	92.9	n/a	5.3

These figure demonstrate the high commitment and additional resources put in place to continuously improve attendance, particularly with regard to persistent absentees.

Exclusions:

	Permanent	Fixed Term
2012/13	2	15
2011/12	3	22
2010/11	5	32

This is a positive downward 3 year trend following whole school implementation of the STEP discipline process and successful introduction of the Inclusion centre.

OFSTED Inspection

In November 2012 the school underwent an OFSTED inspection under the new OFSTED Inspection framework. The school moved from 'Satisfactory' to 'Good' (with some outstanding features). The Head Teacher's Leadership and Governance of the School were particularly commended.

The Head Teacher has undertaken training and evaluation during the period of this report and is now fully qualified as an OFSTED Inspector.

Self Evaluation

The School and Governing Body undertakes a programme of continuing self evaluation involving all levels of the School to accurately assess its current performance, strengths and weaknesses and to identify areas for development and improvement which are then transferred into the School's Improvement and Development Action Plan (SIDP).

Staff Well Being

A Staff Well Being Survey was undertaken by Norfolk County Council in 2012 with very positive feed back from the review. The School is currently awarded 'Investors in People' status which is due for its biannual inspection and re-certification in November 2013.

Environmental Performance – April 2012 to August 2013

A series of Environmental Objectives and targets were set in April 2012 running until December 2013 and encompass the following areas:

- Reduce the School's impact on the environment due to its use of non-renewable resources.
- Reduce the School's impact on the environment due to its production of waste
- Promote Environmental awareness throughout the School community
- Advance the School's Environmental Standing in the local and national community

Details of specific targets are maintained on the school's website and progress reported to Governors via the Premises Committee.

The school successfully maintained its existing ECO Schools Green Flag status at a renewal assessment in June 2012 with commendations from the auditor. Unfortunately, due to a rule change the school is now unable to apply for 'Ambassador Status'.

Energy and water use is monitored via the ENVIDO online monitoring system and compares very favourably with similar schools.

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Waste surveys are being undertaken to ensure waste is reused or recycled where possible or appropriately disposed of. Key waste areas such as paper and card are recycled. The Technology department has equipment that can melt and reform plastics (such as milk bottle tops) for reuse in art and technology projects.

Whole school initiatives such as 'Big Switch Off' week have helped raise awareness of environmental issues and will be continued into 2014. A student was awarded first prize in a competition to design a logo for the new eco-friendly Broadland Training Facility in June 2012.

A link was established with Open Academy ECO team and students and staff from Hellesdon High School assisted them with information and guidance to enable them to apply for their own Green Flag status. Work within the Cluster is ongoing to promote energy efficiency through a Cluster Energy Project, planned for 2014.

Health and Safety Performance

A Health and Safety (H&S) Committee consisting of the Chair of Governors, Health and Safety Link Governor (NEBOSH qualified), the Business Manager, the Site Manager, the Assistant Premises Manager (IOSH qualified and a staff governor until 15 May 2013) and other staff/union representatives on a rolling basis meets every half term to review Health and Safety topics and issues including risk assessments, incidents, training and internal and external audit reports. Reports are made to the Head Teacher and Governing Body.

The School had no Health and Safety RIDDOR notifiable incidents during the period.

In September 2012, a new incident and near miss reporting system was implemented across the whole school to enable detailed trend analysis, inform changes to risk assessments and implement preventative measures. Training in the new system was delivered as part of a Health and Safety Staff INSET. Additionally, the H&S Link Governor attended Critical Incident training in spring 2013.

The School has a rolling revision plan of risk assessments for all activities in the School which is monitored by the H&S Committee to ensure timely review.

Two external Health and Safety audits in June 2012 and June 2013 were conducted by the Norfolk County Council Health & Safety Advisor. At both visits the School was commended for its leading edge work in implementing health and safety systems to industry standards. There were no high risk areas of concern identified. The overall score for the school improved at both visits and the school is in the top quartile for schools of its size and risk level.

An external fire risk assessment was conducted by T&P Fire Protection in February 2013 with no significant issues identified. A rolling plan is in place to address any minor deficiencies and recommendations raised.

Investment in Infrastructure

Over the period of the report, the school has undertaken a programme of maintenance and investment in the infrastructure and facilities of the school to ensure a safe working environment is maintained and to progress development opportunities for teaching and learning. This has included the replacement of heating boilers and flat roofs; refurbishment of two laboratories, a number of classrooms/corridors and ICT suites; maintenance of the community sports facilities (Sports Hall, swimming pool, gymnasium and AstroTurf courts); the creation of a bespoke Hair and Beauty Salon and BTec Construction facility and complete redevelopment of the Sixth Form study and recreation facilities.

Financial review

Most of the Academy's income is obtained from the Education Funding Agency in the form of the General Annual Grant, spread over monthly payments.

The grant received during the period and associated expenditure is shown as Restricted Funds in the Statement of Financial Activities.

Voluntary income of £394,069 is shown as Unrestricted Funds and represents the Surplus Brought Forward on Conversion.

Income relating to Lettings £102,224 appears under Unrestricted Funds.

The excess of income over expenditure was £441,219, excluding assets transferred on conversion, restricted fixed asset fund depreciation and actuarial gains during the period.

At 31 August 2013 the Net Book Value of the Tangible Fixed Assets was £14,564,498.

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GOVERNORS' REPORT (continued)
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FINANCIAL AND RISK MANAGEMENT OBJECTIVES AND POLICIES

The Academy has a Risk Register initially approved by the Full Governing Body in September 2012. This document notes significant risks to the Academy with an evaluation of their likelihood and impact and the existing controls and required actions to mitigate the risk. The Leadership Team review the Risk Register on a termly basis and make adjustments as necessary. Changes to the Risk Register are reported to the Full Governing Body in the Head Teacher's report for approval.

PRINCIPAL RISKS AND UNCERTAINTIES

Principal Risk and Uncertainties are noted in the Risk Register along with mitigation of the identified risks by employing the required actions.

Ratings of Green, Amber or Red are allocated on the basis of a 5 x 5 grid system against combined levels of impact and likelihood with green indicating lowest impact/lowest likelihood combination risks and red representing highest impact/highest likelihood combination risks.

Strategic & Reputational Risk: the following areas are noted as Amber rating

- Academy receives an adverse OFSTED report
- Reduction in student numbers
- Presence of competitor school in locality with similar objective
- Political risk – change in government and impact on Academy funding policy
- Academy brought into disrepute through actions of Governors, Staff, Students

Operational Risk: the following areas are noted as Amber rating

- Standard of teaching fails to be of a good standard
- Governing body become too involved in day to day management of Academy and are not independent
- Loss of key member of staff due to illness or other reason
- Recruitment processes leads to employment of unsuitable member of staff
- Health and Safety legislation non compliance

Financial Risk: the following areas are noted as Amber rating

- Cash flow & liquidity
- VAT, PAYE, NI, Pension – non-compliance with legislation

Property Related Risk: the following area is noted as Amber rating

- Network – virus corruption

All other areas in the Risk Register are rated as Green. There are no areas rated as Red.

RESERVES POLICY

The Academy has a formally adopted Reserves Policy. The appropriate level of free reserves is the equivalent of four weeks expenditure at approximately £450,000. This is to provide sufficient working capital to cover delays between spending and receipt of grants from the EFA to ensure adequate funds are available for payment of staff salaries and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. This figure was formally approved by the Finance and Audit Committee in October 2012 and will be reviewed annually.

MATERIAL INVESTMENTS POLICY

The Academy has no material investments at present. Any decision regarding the Academy's future investments and related policy decision will be taken by the Full Governing Body.

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GOVERNORS' REPORT (continued)
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Plans for the future

FUTURE DEVELOPMENTS

The Academy will continue striving to improve the levels of performance of its students at all levels, and will attempt to maintain its recent progress in ensuring the number of students on roll properly reflects the demand for places.

The governors intend to enhance and expand facilities in pursuance of the school's commitment to ensure that all students achieve their potential. It is recognised that students with differing abilities and aptitudes will have differing curriculum requirements and that a greater diversity of learning environments will be required to deliver these.

Following an ongoing School Self Evaluation and the improvement outputs from the Ofsted inspection in November 2012, the Academy's objectives are a continuation of those stated in Page 7 of this report with the addition of the following:

Student Numbers

The current planned annual intake remains at 225 students into Y7.

In 2012, the local demographics indicated that fewer than 200 students were available within our catchment area to apply for a place in Y7 in September 2013. Following successful exam results in 2012 and the 'Good' OFSTED Report in November 2012, 250 applications in total were actually received (25% of applicants were from outside the catchment area). It was decided to accept all applicants for the September 2013 start as two existing year groups were significantly below their planned intake numbers and spare staffing and room capacity existed.

It is anticipated that a similar situation may occur in 2014 (fewer than 180 in catchment) and recruitment activities for students outside the catchment area will be sustained to ensure that the planned annual intake is achieved or exceeded.

Academic Targets and Objectives

(1) Raise standards and achievement across all key stages – targets:

- 2014 KS4 – 5 A* - C including English and Maths: 80%
- 2014 KS5 – Average Point Score Student: 800 / Average Point Score Entry: 225

(2) Improve standards of behaviour and self-esteem across the school

(3) Narrow the achievement gap KS2 – KS4 for identified groups:

- Gender (raising boys attainment)
- Free School Meals (including use of Pupil Premium to raise attainment)
- Special Educational Needs (Statements/School Action/School Action Plus)
- Low Prior Attainment

Strategies and actions to achieve the above are detailed in the School Improvement and Development Plan 2013-14

Hellesdon High Sixth Form Centre

Following extensive renovations to the Sixth Form Study Centre during the summer of 2013 an immediate impact on students' work ethic has been noted. The Sixth Form now has 32 networked computers and space for a further 10 students to work quietly in books or on notes. This will continue to aid students in the sizeable jump from GCSE Level to A Level Study.

Wifi is also being installed throughout the School in 2013/14 which will enable Sixth Form students to bring in their own tablets/laptops for continuity of work between home and School.

Y12 students will be expected to sign in for Private Study for a set number of their non-teaching periods leading to fewer issues of uncompleted homework and background reading and an overall improvement in standards of achievement. Attendance and behaviour will be closely monitored and followed up with a continuation of use of Study Contracts, mentoring and interventions as appropriate.

Provision of new courses to support English and Mathematics for those students who have not yet achieved a grade C or above at GCSE will be introduced. A number of vocational courses (eg Health and Social Care) will be reviewed for planned introduction in September 2014.

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GOVERNORS' REPORT (continued)
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

Environmental Targets and Objectives

Environmental objectives and targets currently run to Dec 13 (see Achievements and Performance above). Individual targets against the objectives are published on the School website and monitored by the Governors' Premises Committee. Targets for 2014 will be reviewed and set in January 2014.

Future initiatives are likely to include a continuation of involvement in national campaigns (eg 'Big Switch Off, Waste Week, Walk to School Week), a revamp of the student membership of the ECO team to attract younger members, two yearly recertification to the ECO Schools Green Flag in June 2014 and further community work with the Cluster to host the Cluster Energy Project with the County Environment and Outdoor Learning Department postponed from 2013.

Health & Safety Targets and Objectives

RIDDOR reportable incidents – target – no reportable incidents.

Risk Assessments – continue rolling plan of reviews to meet agreed schedule.

Incident Monitoring – review implementation and effectiveness of new reporting system, continue to gather statistics and analyse trends of reported incidents.

Training – identify and deliver at least one H&S INSET to staff.

Internal Audit – continue termly premises/H&S internal monitoring walks, review and act on findings.

External Audit – continue to improve on NCC annual external audit score. No high risk issues to be highlighted.

Investment in Infrastructure

A rolling plan of refurbishment will continue across the school to ensure a safe working environment and develop facilities for the enhancement of learning. Plans include refurbishment of further laboratories, installation of a WiFi enabled network across the whole school and a window replacement programme in the A block for which government funding will be sought.

FUNDS HELD AS CUSTODIAN

Not applicable to the Academy.

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons who are Governors at the time when this Governors' Report is approved has confirmed that:

- so far as that Governor is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Price Bailey LLP, have indicated their willingness to continue in office. The Designated Governors will propose a motion re-appointing the auditors at a meeting of the Governors.

This report was approved by order of the board of governors on 11 November 2013 and signed on its behalf by:

Debra A Griffiths
Chair of Governors

Gerard J Batty
Accounting officer

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

GOVERNANCE STATEMENT

SCOPE OF RESPONSIBILITY

As governors, we acknowledge we have overall responsibility for ensuring that Hellesdon High School 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 governors has delegated the day-to-day responsibility to the Head Teacher, 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 Hellesdon High School and the Secretary of State for Education. They are also responsible for reporting to the board of governors any material weaknesses or breakdowns in internal control.

GOVERNANCE

The information on governance included here supplements that described in the Governors' Report and in the Governors' Responsibilities Statement. The board of governors has formally met 8 times during the 17 month period. Attendance during the 17 month period at meetings of the board of governors was as follows:

Governor	Meetings attended	Out of a possible
Roger Payne	4	5
Kevin Chambers-Paston	3	5
David R Bowman	8	8
David P Armstrong	6	8
Mary E Richards	5	8
Joanna L Storey	6	8
Helen Wardale	7	8
Michael Banks	3	8
Sharon L Smith	6	6
Gerard J Batty, Headteacher	8	8
Debra A Griffiths, Chair	7	8
Rosemary C Swords	8	8
Lorraine E Campbell	8	8
Paul D Mynard	6	7
Diane T Culling	1	2
Tania Barnett	1	2
Sian Foch Gatrell	2	4
Kingsley Avenell	0	0
Antony J Crush	0	0

During the period of the report (17 months), the Governing Body has appointed 3 new governors, reappointed 2 governors and received 5 resignations (two resignations were due to governors moving away from the area). One governor was granted absence for a period of 6 months for maternity leave. Following a recruitment campaign, 2 new governors were appointed by the members in July 2013 for commencement of office on 1 September 2013. At 31 August 2013 there were one parent and two staff governor vacancies outstanding.

A governor skills audit conducted in 2012 indicated that all areas of governance were covered by sufficient experience and expertise and that there was appropriate representation on all governors' committees. Following recruitment and resignations in mid 2013, this exercise will be repeated and any training/skills deficiencies that may be identified will be addressed.

Significant challenges faced by the Governing Body included:

- Preparation for the Academy Conversion on 1 April 2012 and thereafter, including understanding the legal and governance implications of the funding agreement, articles of association and responsibilities as an Employer.
- Preparing for changes to OFSTED inspection criteria from September 2012 and the OFSTED inspection itself in November 2012.
- Ensuring the potential for falling rolls due to local demographics was addressed and attracting students from outside of catchment was prioritised
- Changes to Cluster Funding and Cluster Governance mechanisms
- Preliminary discussions on the potential formation of an Umbrella Trust
- Unplanned and unforeseen withdrawal of Taverham High School from the sixth form partnership from September 2013

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

GOVERNANCE STATEMENT (continued)

Finance and Audit Committee

The Finance and Audit Committee is a sub-committee of the main Governing Body. Its purpose is to:

1. Provide guidance and assistance to the Head Teacher and Governing Body in all matters relating to finance and financial audit.
2. Review School policies appropriate to the committee for ratification by the Governors' Policy Review Committee.
3. Monitor and review the effectiveness of the internal financial and audit control systems and procedures agreed by the Governing Body to ensure that aims, objectives and key performance targets are achieved.
4. Review internal and external financial statements and audit reports to ensure they reflect best practice.
5. Consider each year's School Improvement/Development Plan priorities, and draw up an annual budget plan for approval by the full Governing Body.
6. Approve an annual audit programme and recommend appointment of a Responsible Officer (or Peer Review Arrangements as appropriate) to carry out internal reviews/audits on behalf of the Governors for approval by the full Governing Body.
7. Monitor income and expenditure of all funds, including assessment of value for money and impact of spending decisions on educational achievement and report the financial situation to the full Governing Body each term.
8. Ensure that the internal and external audit arrangements, programme and reports meet the standards required by law and comply with the guidelines contained within the Government Internal Audit Manual.
9. Liaise with the external auditor on scope and nature of forthcoming audits and review external audit reports received.
10. Ensure that the School meets the requirements of the Equality Act 2010, and to report on measures taken by the School to ensure compliance.
11. Prepare an annual Charging Schedule for the School and report to the full Governing Body.
12. Agree procedures to be followed for carrying out emergency work and to make recommendations about delegation to the Head Teacher for taking appropriate action on behalf of the Governing Body in the event of an emergency.
13. Recommend the amount of money that can be authorised by the Head Teacher without prior agreement by Governors.
14. Recommend the amount of money that can be moved between budget headings by the Head Teacher without prior agreement by Governors.
15. Recommend the School's Pay Policy for adoption by the Governing Body.
16. Each year and in conjunction with the Teaching and Learning and Personnel Committees, to review the salaries of all staff up to and including the Deputy Head Teacher, in accordance with the School Teachers' Pay and Conditions Document.
17. Agree the award of additional points of responsibility/management points to teachers as recommended by the Teaching and Learning and/or Personnel Committees.
18. Award performance points for the Head Teacher where appropriate and on the recommendation of the Head Teacher's Review Panel.
19. Report to the full Governing Body at each of its meetings

During the period of the report there were no changes to the membership of the committee. Training was provided to the Committee by Price Bailey regarding Academy Conversion and Financial Responsibilities in March 2012. S Smith, a member of the committee, is a qualified Management Accountant.

Attendance at meetings in the 17 month period was as follows:

Governor	Meetings attended	Out of a possible
Debra A Griffiths	7	7
Michael Banks	3	7
David R Bowman	7	7
Mary E Richards	3	7
Sharon L Smith	4	4
Joanna L Storey	6	7
Gerard J Batty	7	7

In April 2012, Linda Bennett of Norfolk County Council was appointed by the committee as Responsible Officer ('RO') to give advice on financial matters and perform a range of checks on the Academy Trust's financial systems reporting to the committee on a termly basis on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities.

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

GOVERNANCE STATEMENT (continued)

The key challenges faced by the committee and the School during the period of the report were essentially related to understanding all the financial implications and structures required to be in place as a new Academy. In particular, organisation of payroll and pension provision, registration for VAT and the use of a revised STAR accounting package and new style of reports. The re-calendar of some meetings was necessary to ensure that budgets and other key financial deadlines could be met. An additional training need was identified for the Business Manager, who attended a number of EFA (Education Funding Agency) briefings, 6th Form funding seminars and one day briefings by the Centre for Education and Financial Management. Additional specialist academy accounting resources were procured from Norfolk county Council in the form of a Finance Manager (N Aylott) to provide support and advice on a one day per week basis for the period of this report.

From September 2013, the Finance Manager (N Aylott) has been appointed by the School to assist the Business Manager on a full time basis with his services sub contracted to other Academies by agreement.

THE PURPOSE OF THE SYSTEM OF INTERNAL CONTROL

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Hellesdon High School for the 17 month period 8 March 2012 to 31 August 2013 and up to the date of approval of the annual report and financial statements.

CAPACITY TO HANDLE RISK

The board of governors has reviewed the key risks to which the academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks, that has been in place for the 17 month period 8 March 2012 to 31 August 2013 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of governors.

THE RISK AND CONTROL FRAMEWORK

The academy'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 governors;
- regular reviews by the Finance and Audit Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines.
- delegation of authority and segregation of duties;
- identification and management of risks.

The Governing Body has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the governors have also appointed Linda Bennett from Norfolk County Council as Responsible Officer ('RO'). The RO's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial systems. On a termly basis the RO reports to the Governing Body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities.

The Academy Trust confirms that the function of the Responsible Officer has been fully delivered in line with the EFA requirements as stated in the Academy Financial Handbook. No material issues were identified at this time. Four RO Reports (July 12, November 12, February 13 and June 13) were received during the period of this report.

From September 2013, the Responsible Officer Role will be replaced by a reciprocal peer review conducted by the Finance Managers, James Clarke of Acle High and Linda Bennett of Notre Dame Academies on a schedule agreed between the Governing Bodies of the Academies concerned. Should there be any control issues highlighted as a result of peer review visits all necessary remedial actions will be undertaken and reported to the Full Governing Body.

HELLEDON HIGH SCHOOL
(A Company Limited by Guarantee)

GOVERNANCE STATEMENT (continued)

REVIEW OF EFFECTIVENESS

As Accounting Officer, the Head Teacher has responsibility for reviewing the effectiveness of the system of internal control. During the 17 month period in question the review has been informed by:

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

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

Approved by order of the members of the board of governors on 11 November 2013 and signed on their behalf, by:

Debra A Griffiths
Chair of Governors

Gerard J Batty
Accounting Officer

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As Accounting Officer of Hellesdon High School I have considered my responsibility to notify the academy board of governors and the Education Funding Agency of material irregularity, impropriety and non-compliance with EFA terms and conditions of funding, under the funding agreement in place between the academy and the Secretary of State. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook (2012).

I confirm that I and the academy board of governors are able to identify any material, irregular or improper use of funds by the academy, or material non-compliance with the terms and conditions of funding under the academy's funding agreement and the Academies Financial Handbook (2012).

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date.

Gerard J Batty
Accounting Officer

Date: 11 November 2013

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

GOVERNORS' RESPONSIBILITIES STATEMENT
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

The Governors (who act as governors of Hellesdon High School and are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Governors' Report and the financial statements in accordance with the Annual Accounts Direction issued by the Education Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors 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 Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Governors 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 Governors 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 the EFA/DfE have been applied for the purposes intended.

The Governors 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 governors on 11 November 2013 and signed on its behalf by:

Debra A Griffiths
Chair of Governors

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HELLESDON HIGH SCHOOL

We have audited the financial statements of Hellesdon High School for the 17 month period ended 31 August 2013 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Academies Accounts Direction 2013 issued by the Education Funding Agency.

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

RESPECTIVE RESPONSIBILITIES OF GOVERNORS AND AUDITORS

As explained more fully in the Governors' Responsibilities Statement, the Governors (who are also the directors of the academy for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the academy's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Governors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Governors' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the academy's affairs as at 31 August 2013 and of its incoming resources and application of resources, including its income and expenditure, for the 17 month period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Academies Accounts Direction 2013 issued by the Education Funding Agency.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Governors' Report for the financial 17 month period for which the financial statements are prepared is consistent with the financial statements.

**HELLEDON HIGH SCHOOL
(A Company Limited by Guarantee)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HELLEDON HIGH SCHOOL

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

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

Aaron Widdows (Senior Statutory Auditor)

for and on behalf of

Price Bailey LLP

Chartered Accountants
Statutory Auditors

20 Central Avenue
St Andrews Business Park
Thorpe St Andrew
Norwich
Norfolk
NR7 0HR

20 November 2013

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

INDEPENDENT REPORTING AUDITORS' ASSURANCE REPORT ON REGULARITY TO HELLESDON HIGH SCHOOL AND THE EDUCATION FUNDING AGENCY

In accordance with the terms of our engagement letter dated 19 September 2013 and further to the requirements of the Education Funding Agency (EFA) as included in the Academies Accounts Direction 2013, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Hellesdon High School during the 17 month period 8 March 2012 to 31 August 2013 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 Hellesdon High School and the EFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Hellesdon High School and the EFA 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 Hellesdon High School and the EFA, for our work, for this report, or for the conclusion we have formed.

RESPECTIVE RESPONSIBILITIES OF HELLESDON HIGH SCHOOL'S ACCOUNTING OFFICER AND THE REPORTING AUDITORS

The accounting officer is responsible, under the requirements of Hellesdon High School's funding agreement with the Secretary of State for Education dated 30 March 2012, and the Academies Financial Handbook extant from 2006, 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 2013. 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 17 month period 8 March 2012 to 31 August 2013 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

APPROACH

We conducted our engagement in accordance with the Academies Accounts Direction 2013 issued by the EFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- Consideration and corroboration of the evidence supporting the accounting officers statement on regularity, propriety and compliance.
- Evaluation of the general control environment of the academy trust, extending the procedures required for financial statements to include regularity.
- Discussions with and representations from the Accounting Officer and other Key management personnel.
- An extension of substantive testing from our audit of the financial statements to cover matters pertaining to regularity, propriety and compliance in particular checking that selected items were appropriately authorised, and appropriate.

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

INDEPENDENT REPORTING AUDITORS' ASSURANCE REPORT ON REGULARITY TO HELLESDON HIGH SCHOOL AND THE EDUCATION FUNDING AGENCY (continued)

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 17 month period 8 March 2012 to 31 August 2013 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Mr Aaron Widdows (Senior Statutory Auditor)

for and on behalf of

Price Bailey LLP

Chartered Accountants
Statutory Auditors

20 Central Avenue
St Andrews Business Park
Thorpe St Andrew
Norwich
Norfolk
NR7 0HR

20 November 2013

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account and Statement of Recognised Gains and Losses)
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

	Note	Unrestricted funds 2013 £	Restricted funds 2013 £	Restricted fixed asset funds 2013 £	Total funds 2013 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Assets transferred on conversion to academy	2,21	394,069	(716,000)	14,588,858	14,266,927
Other voluntary income	2	-	152,914	-	152,914
Activities for generating funds	3	356,078	246,487	-	602,565
Investment income	4	1,382	-	-	1,382
Incoming resources from charitable activities	5	-	8,753,626	40,005	8,793,631
TOTAL INCOMING RESOURCES		751,529	8,437,027	14,628,863	23,817,419
RESOURCES EXPENDED					
Charitable activities	6	328,920	8,751,523	491,836	9,572,279
Governance costs	7	-	28,830	-	28,830
TOTAL RESOURCES EXPENDED	8	328,920	8,780,353	491,836	9,601,109
NET INCOMING RESOURCES / (RESOURCES EXPENDED) BEFORE TRANSFERS					
		422,609	(343,326)	14,137,027	14,216,310
Transfers between Funds	16	(204,860)	(237,287)	442,147	-
NET INCOME FOR THE YEAR		217,749	(580,613)	14,579,174	14,216,310
Actuarial gains and losses on defined benefit pension schemes		-	34,000	-	34,000
NET MOVEMENT IN FUNDS FOR THE YEAR		217,749	(546,613)	14,579,174	14,250,310
Total funds at 8 March 2012		-	-	-	-
TOTAL FUNDS AT 31 AUGUST 2013		217,749	(546,613)	14,579,174	14,250,310

All of the academy's activities derive from acquisitions in the current financial 17 month period.

The Statement of Financial Activities includes all gains and losses recognised in the 17 month period.

The notes on pages 27 to 43 form part of these financial statements.

HELLEDON HIGH SCHOOL
(A Company Limited by Guarantee)
REGISTERED NUMBER: 07982312

BALANCE SHEET
AS AT 31 AUGUST 2013

	Note	£	2013 £
FIXED ASSETS			
Tangible assets	13		14,564,499
CURRENT ASSETS			
Debtors	14	249,919	
Cash at bank		671,998	
		921,917	
CREDITORS: amounts falling due within one year	15	(458,106)	
NET CURRENT ASSETS			463,811
TOTAL ASSETS LESS CURRENT LIABILITIES			15,028,310
Defined benefit pension scheme liability	22		(778,000)
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			14,250,310
FUNDS OF THE ACADEMY			
Restricted funds :			
Restricted funds	16	231,387	
Restricted fixed asset funds	16	14,579,174	
		14,810,561	
Restricted funds excluding pension liability			
Pension reserve		(778,000)	
		14,032,561	
Total restricted funds			14,032,561
Unrestricted funds	16		217,749
TOTAL FUNDS			14,250,310

The financial statements were approved by the Governors, and authorised for issue, on 11 November 2013 and are signed on their behalf, by:

Debra A Griffiths
Chair of Governors

The notes on pages 27 to 43 form part of these financial statements.

HELLEDON HIGH SCHOOL
(A Company Limited by Guarantee)

CASH FLOW STATEMENT
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

	Note	17 month period 31 August 2013 £
Net cash flow from operating activities	18	1,138,093
Returns on investments and servicing of finance	19	1,382
Capital expenditure and financial investment	19	(467,477)
INCREASE IN CASH IN THE PERIOD		<u>671,998</u>

All of the cash flows are derived from acquisitions in the current financial period.

RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET FUNDS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

	17 month period 31 August 2013 £
Increase in cash in the period	<u>671,998</u>
MOVEMENT IN NET FUNDS IN THE PERIOD	<u>671,998</u>
NET FUNDS AT 31 AUGUST 2013	<u>671,998</u>

The notes on pages 27 to 43 form part of these financial statements.

HELLESDON HIGH SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, the Academies Accounts Direction 2013 issued by the EFA, applicable accounting standards and the Companies Act 2006.

1.2 Fund accounting

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

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

Restricted general funds comprise all other restricted funds received and include grants from the Department for Education.

Investment income, gains and losses are allocated to the appropriate fund.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the academy has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

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 entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the year for which it is receivable and any unspent amount is reflected as a balance in the restricted general fund. Capital grants are recognised when receivable and are not deferred over the life of the asset on which they are expended. Unspent amounts of capital grant are reflected in the balance in the restricted fixed asset fund.

Sponsorship income provided to the academy which amounts to a donation is recognised in the Statement of Financial Activities in the period in which it is receivable, where there is certainty of receipt and it is measurable.

The value of donated services and gifts in kind provided to the academy are recognised at their open market value in the period in which they are receivable as incoming resources, where the benefit to the academy can be reliably measured. An equivalent amount is included as expenditure under the relevant heading in the Statement of Financial Activities, except where the gift in kind was a fixed asset in which case the amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the academy's policies.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Other income, including the hire of facilities, is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

HELLESDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

1. ACCOUNTING POLICIES (continued)

1.4 Resources expended

All expenditure is recognised in the period in which a liability is incurred and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities are costs incurred in the academy's educational operations.

Governance costs include the costs attributable to the academy's compliance with constitutional and statutory requirements, including audit, strategic management and Governors' meetings and reimbursed expenses.

All resources expended are inclusive of irrecoverable VAT.

1.5 Going concern

The Governors assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the academy to continue as a going concern. The Governors make this assessment in respect of a period of one year from the date of approval of the financial statements.

1.6 Tangible fixed assets and depreciation

All assets costing more than £2,000 are capitalised.

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. The related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and are carried forward in the Balance Sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the Statement of Financial Activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the academy's depreciation policy.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Long term leasehold land	-	over the life of the lease (125 years)
Long term leasehold property	-	2% straight line
Plant and machinery	-	15% straight line
Motor vehicles	-	25% straight line
Fixtures and fittings	-	20% straight line
Computer equipment	-	25% straight line

1.7 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.8 Taxation

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

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1. ACCOUNTING POLICIES (continued)

1.9 Pensions

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quinquennial valuations using a prospective benefit method. As stated in note 22, the TPS is a multi-employer scheme and the academy is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution scheme and the contributions recognised as they are paid each year.

The LGPS is a funded scheme and the assets are held separately from those of the academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit 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 gains and losses on the settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the Statement of Financial Activities if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period vesting occurs. The expected return on assets and the interest cost are shown as a net finance amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other gains and losses.

1.10 Conversion to an academy trust

The conversion from a state maintained school to an academy trust involved the transfer of identifiable assets and liabilities and the operation of the school for £nil consideration and has been accounted for under the acquisition accounting method.

The assets and liabilities transferred on conversion from Hellesdon High School to an academy trust have been valued at their fair value, being a reasonable estimate of the current market value that the Governors would expect to pay in an open market for an equivalent item. Their fair value is in accordance with the accounting policies set out for Hellesdon High School. The amounts have been recognised under the appropriate balance sheet categories, with a corresponding amount recognised in the Statement of Financial Activities and analysed under unrestricted funds and restricted fixed asset funds.

2. VOLUNTARY INCOME

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
Assets transferred on conversion to academy	394,069	13,872,858	14,266,927
Donations	-	152,914	152,914
Voluntary income	394,069	14,025,772	14,419,841

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3. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
Catering Income	207,683	-	207,683
Rental Income	102,224	-	102,224
Other Income	46,171	221,054	267,225
Music lessons	-	25,433	25,433
	<u>356,078</u>	<u>246,487</u>	<u>602,565</u>

4. INVESTMENT INCOME

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
Bank Interest	1,382	-	1,382
	<u>1,382</u>	<u>-</u>	<u>1,382</u>

5. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
DfE/EFA grants			
General Annual Grant (GAG)	-	8,264,786	8,264,786
Other DfE / EFA grants	-	334,490	334,490
Start up grant	-	25,000	25,000
	<u>-</u>	<u>8,624,276</u>	<u>8,624,276</u>
Other government grants			
Local authority grants	-	169,355	169,355
	<u>-</u>	<u>169,355</u>	<u>169,355</u>
Other funding			
	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>8,793,631</u>	<u>8,793,631</u>

HELLEDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

6. CHARITABLE ACTIVITIES - ACADEMY'S EDUCATIONAL OPERATIONS

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
DIRECT COSTS			
Wages and salaries	-	5,073,374	5,073,374
National insurance	-	389,576	389,576
Pension cost	-	676,952	676,952
Educational supplies	19,076	645,671	664,747
Examination fees	-	144,072	144,072
Staff development	-	95,016	95,016
Technology costs	-	88,318	88,318
Educational consultancy	-	17,567	17,567
Other costs	-	29,056	29,056
	<u>19,076</u>	<u>7,159,602</u>	<u>7,178,678</u>
SUPPORT COSTS			
Wages and salaries	129,251	529,130	658,381
National insurance	-	38,023	38,023
Pension cost	-	138,827	138,827
Depreciation	-	491,836	491,836
FRS17 costs	-	33,000	33,000
Travel and subsistence	-	101,360	101,360
Other costs	-	99,087	99,087
Maintenance of premises and equipment	14,331	99,645	113,976
Cleaning	-	123,103	123,103
Rates	-	52,092	52,092
Energy	10,934	112,434	123,368
Insurance	-	85,641	85,641
Security	-	13,115	13,115
Catering	155,328	-	155,328
Occupancy costs	-	15,036	15,036
Printing, postage & stationery	-	65,735	65,735
Bought in professional services	-	85,693	85,693
	<u>309,844</u>	<u>2,083,757</u>	<u>2,393,601</u>
	<u>328,920</u>	<u>9,243,359</u>	<u>9,572,279</u>

7. GOVERNANCE COSTS

	Unrestricted funds 2013 £	Restricted funds 2013 £	Total funds 2013 £
Governance Auditors' remuneration	-	8,190	8,190
Governance Auditors' non audit costs	-	1,250	1,250
Legal and professional	-	19,390	19,390
	<u>-</u>	<u>28,830</u>	<u>28,830</u>

HELLEDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

8. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2013 £	Premises 2013 £	Other costs 2013 £	Total 2013 £
Provision of educational services				
- Direct costs	6,139,902	-	1,038,776	7,178,678
- Allocated support costs	835,231	850,536	707,834	2,393,601
Charitable activities	<u>6,975,133</u>	<u>850,536</u>	<u>1,746,610</u>	<u>9,572,279</u>
Governance	<u>-</u>	<u>-</u>	<u>28,830</u>	<u>28,830</u>
	<u><u>6,975,133</u></u>	<u><u>850,536</u></u>	<u><u>1,775,440</u></u>	<u><u>9,601,109</u></u>

9. NET INCOMING RESOURCES / (RESOURCES EXPENDED)

This is stated after charging:

	17 month period 31 August 2013 £
Depreciation of tangible fixed assets: - owned by the charity	491,836
Auditors' remuneration	8,190
	<u><u>491,836</u></u>

HELLESDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

10. STAFF COSTS

Staff costs were as follows:

	17 month period 31 August 2013 £
Wages and salaries	5,714,602
Social security costs	427,599
Other pension costs (Note 22)	815,780
	6,957,981
Supply teacher costs	17,153
	6,975,134

The average number of persons (including the senior management team) employed by the academy during the 17 month period expressed as full time equivalents was as follows:

	17 month period 31 August 2013 No.
Teachers	71
Administration and support	51
Management	9
	131
	131

The number of employees whose annualised emoluments fell within the following bands was:

	17 month period 31 August 2013 No.
In the band £ 60,001 - £ 70,000	1
In the band £ 80,001 - £ 90,000	1
	2
	2

The above employees both participated in the Teachers' Pension Scheme. During the period ended 31 August 2013, pension contributions for these staff amounted to £20,780.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

11. GOVERNORS' REMUNERATION AND EXPENSES

During the 17 month period retirement benefits were accruing to 5 Governors in respect of defined benefit pension schemes.

The Principal and other staff Governors only receive remuneration in respect of services they provide undertaking the roles of Principal and staff, and not in respect of their services as Governors. Other Governors did not receive any payments, other than expenses, from the academy in respect of their role as Governors. The value of Governors' remuneration for the 17 months ended fell within the following bands:

	17 month period 31 August 2013 £
Staff Governor	120,000-125,000
Staff Governor	55,000-60,000
Staff Governor	60,000-65,000
Staff Governor	25,000-30,000
Governor	0-5,000

During the 17 month period ended 31 August 2013, expenses totalling £1,682 were reimbursed to 4 Governors.

12. GOVERNORS' AND OFFICERS' INSURANCE

In accordance with normal commercial practice the academy has purchased insurance to protect Governors and officers from claims arising from negligent acts, errors or omissions occurring Whilst on academy business. The insurance provides cover up to £2,000,000 on anyone claim and the cost for the 17 month period ended 31 August 2013 was £1,385.

The cost of this insurance is included in the total insurance cost.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

13. TANGIBLE FIXED ASSETS

	Long term leasehold property £	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Computer equipment £	Assets under construction £
Cost						
Additions	120,041	62,964	-	91,069	124,676	68,727
Transfer on conversion	14,156,492	-	13,750	262,994	155,622	-
At 31 August 2013	<u>14,276,533</u>	<u>62,964</u>	<u>13,750</u>	<u>354,063</u>	<u>280,298</u>	<u>68,727</u>
Depreciation						
Charge for the 17 month period	367,026	7,297	4,870	42,226	70,417	-
At 31 August 2013	<u>367,026</u>	<u>7,297</u>	<u>4,870</u>	<u>42,226</u>	<u>70,417</u>	<u>-</u>
Net book value						
At 31 August 2013	<u><u>13,909,507</u></u>	<u><u>55,667</u></u>	<u><u>8,880</u></u>	<u><u>311,837</u></u>	<u><u>209,881</u></u>	<u><u>68,727</u></u>

	Total £
Cost	
Additions	467,477
Transfer on conversion	14,588,858
At 31 August 2013	<u>15,056,335</u>
Depreciation	
Charge for the 17 month period	491,836
At 31 August 2013	<u>491,836</u>
Net book value	
At 31 August 2013	<u><u>14,564,499</u></u>

The land and buildings have been included in the accounts based on the valuation provided by the EFA using depreciated replacement cost. The governors believe that the cost of obtaining a more detailed valuation outweighs the benefit.

14. DEBTORS

	2013 £
Trade debtors	157,611
Other debtors	73,219
Prepayments and accrued income	19,089
	<u>249,919</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

15. CREDITORS:
Amounts falling due within one year

	2013 £
Accruals and deferred income	458,106
	458,106

16. STATEMENT OF FUNDS

	Brought forward £	Incoming resources £	Resources expended £	Transfers in/out £	Gains/ (Losses) £	Carried forward £
Unrestricted funds						
Catering	-	207,683	(207,683)	-	-	-
Lettings	-	102,158	(102,158)	-	-	-
Student purchases	-	32,263	(19,079)	-	-	13,184
Other unrestricted	-	409,425	-	(204,860)	-	204,565
	-	751,529	(328,920)	(204,860)	-	217,749
Restricted funds						
General Annual Grant (GAG)	-	8,264,786	(8,034,609)	(230,177)	-	-
Start up grant	-	25,000	(17,890)	(7,110)	-	-
Educational visits	-	159,437	(144,025)	-	-	15,412
Music lessons	-	25,433	(25,433)	-	-	-
Special educational needs (SEN)	-	116,811	(116,811)	-	-	-
16 - 19 Bursary	-	16,492	(16,492)	-	-	-
Pupil premium	-	269,642	(98,940)	-	-	170,702
Other restricted	-	275,426	(230,153)	-	-	45,273
Pension reserve	-	(716,000)	(96,000)	-	34,000	(778,000)
	-	8,437,027	(8,780,353)	(237,287)	34,000	(546,613)
Restricted fixed asset funds						
Restricted fixed assets	-	14,588,858	(491,836)	467,477	-	14,564,499
Devolved Formula Capital grant	-	40,005	-	(25,330)	-	14,675
	-	14,628,863	(491,836)	442,147	-	14,579,174
Total restricted funds	-	23,065,890	(9,272,189)	204,860	34,000	14,032,561
Total of funds	-	23,817,419	(9,601,109)	-	34,000	14,250,310

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

General Annual Grant

This represents funding from the EFA to cover the costs of recurrent expenditure.

Under the funding agreement with the Secretary of State, the academy was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2013.

HELLESDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

16. STATEMENT OF FUNDS (continued)

Start up grant

This represents a grant to aid with start up costs for the academy on conversion. All costs have now been incurred and the balance has been transferred to unrestricted reserves as the restriction no longer exists.

Educational visits

This represents contributions made by parents to the running of educational visits for the pupils of the Academy and the associated costs of running the trips.

Music Lessons

This is for the provision of music lessons.

Special Educational Needs (SEN)

This represents allocated funding for special educational needs pupils.

16-19 Bursary

This represents allocated funding for the 16 - 19 bursary.

Pupil Premium

This funding is to be used to raise achievement and improve outcomes for pupils from low-income families who are eligible for free school meals, looked after children and those from families with parents in the Armed Forces.

Other restricted

This represents funding received from other bodies towards a specific purpose.

Pension reserve

This fund represents the Academy's share of the deficit on the Local Government Pension Scheme (LGPS) transferred to the academy on conversion from a state controlled school.

The restricted pension fund is materially in deficit and plans to eliminate the liability on the defined benefit pension scheme are set out in note 22 based on the period end actuarial valuation.

Restricted fixed asset fund

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

Devolved Formula Capital (DFC) fund

The Academy is to use the DFC allocation to maintain and improve its buildings and facilities.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

SUMMARY OF FUNDS

	Brought forward £	Incoming resources £	Resources expended £	Transfers in/out £	Gains/ (Losses) £	Carried forward £
General funds	-	751,529	(328,920)	(204,860)	-	217,749
Restricted funds	-	8,437,027	(8,780,353)	(237,287)	34,000	(546,613)
Restricted fixed asset funds	-	14,628,863	(491,836)	442,147	-	14,579,174
	-	23,817,419	(9,601,109)	-	34,000	14,250,310

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2013 £	Restricted funds 2013 £	Restricted fixed asset funds 2013 £	Total funds 2013 £
Tangible fixed assets	1	-	14,564,499	14,564,500
Current assets	217,748	619,986	84,182	921,916
Creditors due within one year	-	(388,599)	(69,507)	(458,106)
Provisions for liabilities and charges	-	(778,000)	-	(778,000)
	217,749	(546,613)	14,579,174	14,250,310

18. NET CASH FLOW FROM OPERATING ACTIVITIES

	17 month period 31 August 2013 £
Net incoming resources before revaluations	14,216,310
Returns on investments and servicing of finance	(1,382)
Assets transferred on conversion	(14,588,858)
Depreciation of tangible fixed assets	491,836
Increase in debtors	(249,919)
Increase in creditors	458,106
FRS 17 adjustments	812,000
Net cash inflow from operations	1,138,093

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

19. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN CASH FLOW STATEMENT

	17 month period 31 August 2013 £
Returns on investments and servicing of finance	
Interest received	1,382
	<u>1,382</u>
	17 month period 31 August 2013 £
Capital expenditure and financial investment	
Purchase of tangible fixed assets	(467,477)
	<u>(467,477)</u>

20. ANALYSIS OF CHANGES IN NET FUNDS

	8 March 2012 £	Cash flow £	Other non-cash changes £	31 August 2013 £
Cash at bank and in hand:	-	671,998	-	671,998
Net funds	<u>-</u>	<u>671,998</u>	<u>-</u>	<u>671,998</u>

21. CONVERSION TO AN ACADEMY TRUST

On 1 April 2012 Hellesdon High School converted to academy trust status under the Academies Act 2010 and all the operations and assets and liabilities were transferred to Hellesdon High School from Norfolk County Council for £nil consideration.

The transfer has been accounted for using the acquisition method. The assets and liabilities transferred were valued at their fair value and recognised in the Balance Sheet under the appropriate headings with a corresponding net amount recognised in the Statement of Financial Activities as voluntary income.

The following table sets out the fair values of the identifiable assets and liabilities transferred and an analysis of their recognition in the Statement of Financial Activities.

	Unrestricted funds £	Restricted funds £	Restricted fixed asset funds £	Total funds £
Tangible fixed assets				
- Freehold/leasehold land and buildings	-	-	14,156,492	14,156,492
- Other tangible fixed assets	-	-	432,366	432,366
Budget surplus/(deficit) on LA funds	394,069	-	-	394,069
LGPS pension surplus/(deficit)	-	(716,000)	-	(716,000)
Net assets/(liabilities)	<u>394,069</u>	<u>(716,000)</u>	<u>14,588,858</u>	<u>14,266,927</u>

The above net assets include £394,069 that were transferred as cash.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

22. PENSION COMMITMENTS

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

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2004 and of the LGPS 31 August 2013.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial 17 month period.

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010). These regulations apply to teachers in schools that are maintained by local authorities and other educational establishments, including academies, in England and Wales. In addition teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and from 1 January 2007 automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

The Teachers' Pension Budgeting and Valuation Account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a "pay as you go" basis – these contributions along with those made by employers are credited to the Exchequer under arrangements governed by the above Act.

The Teachers' Pensions Regulations require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pensions' increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

Valuation of the Teachers' Pension Scheme

At the last valuation, the contribution rate to be paid into the TPS was assessed in two parts. First, a standard contribution rate (SCR) was determined. This is the contribution, expressed as a percentage of the salaries of teachers and lecturers in service or entering service during the period over which the contribution rate applies, which if it were paid over the entire active service of these teachers and lecturers would broadly defray the cost of benefits payable in respect of that service. Secondly, a supplementary contribution is payable if, as a result of the actuarial review, it is found that accumulated liabilities of the Account for benefits to past and present teachers, are not fully covered by standard contributions to be paid in future and by the notional fund built up from past contributions. The total contribution rate payable is the sum of the SCR and the supplementary contribution rate.

The last valuation of the TPS related to the period 1 April 2001 to 31 March 2004. The Government Actuary's report of October 2006 revealed that the total liabilities of the Scheme (pensions in payment and the estimated cost of future benefits) amounted to £166,500 million. The value of the assets (estimated future contributions together with the proceeds from the notional investments held at that valuation date) was £163,240 million. The assumed real rate of return was 3.5% in excess of prices and 2% in excess of earnings. The rate of real earnings growth was assumed to be 1.5%. The assumed gross rate of return was 6.5%. From 1 January 2007, the SCR was assessed at 19.75%, and the supplementary contribution rate was assessed to be 0.75% (to balance assets and liabilities as required by the regulations within 15 years). This resulted in a total contribution rate of 20.5%, which translated into an employee contribution rate of 6.4% and employer contribution rate of 14.1% payable.

Actuarial scheme valuations are dependent on assumptions about the value of future costs, the design of benefits and many other factors. Many of these assumptions are being considered as part of the work on the reformed TPS, as set out below. Scheme valuations therefore remain suspended. The Public Service Pensions Bill, which is being debated in the House of Commons, provides for future scheme valuations to be conducted in accordance with Treasury directions. The timing for the next valuation has still to be determined, but it is likely to be before the reformed schemes are introduced in 2015.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

22. PENSION COMMITMENTS (continued)

Teachers' Pension Scheme Changes

Lord Hutton published his final report in March 2011 and made recommendations about how pensions can be made sustainable and affordable, whilst remaining fair to the workforce and the taxpayer. The Government accepted Lord Hutton's recommendations as the basis for consultation and Ministers engaged in extensive discussions with trade unions and other representative bodies on reform of the TPS. Those discussions concluded on 9 March 2012 and the Department published a Proposed Final Agreement, setting out the design for a reformed TPS to be implemented from 1 April 2015.

The key provisions of the reformed scheme include: a pension based on career average earnings; an accrual rate of 1/57th ; and a Normal Pension Age equal to State Pension Age, but with options to enable members to retire earlier or later than their Normal Pension Age. Importantly, pension benefits built up before 1 April 2015 will be fully protected.

In addition, the Proposed Final Agreement includes a Government commitment that those within 10 years of Normal Pension Age on 1 April 2012 will see no change to the age at which they can retire, and no decrease in the amount of pension they receive when they retire. There will also be further transitional protection, tapered over a three and a half year period, for people who would fall just outside of the 10 year protection.

In his interim report of October 2010, Lord Hutton recommended that short-term savings were also required, and that the only realistic way of achieving these was to increase member contributions. At the Spending Review 2010 the Government announced an average increase of 3.2 percentage points on the contribution rates by 2014-15. The increases were to be phased in from April 2012 on a 40:80:100% basis.

Under the definitions set out in Financial Reporting Standard (FRS 17) Retirement Benefits, the TPS is a multi-employer pension scheme. The academy is unable to identify its share of the underlying assets and liabilities of the scheme. Accordingly, the academy has taken advantage of the exemption in FRS 17 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy has set out above the information available on the scheme.

Local Government Pension Scheme

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the 17 month period ended 31 August 2013 was £239,000, of which employer's contributions totalled £175,000 and employees' contributions totalled £64,000. The agreed contribution rates for future years are 24.5% for employers and 5.5-7.5% for employees.

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

As described in note 21 the LGPS obligation relates to the employees of the academy, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the scheme in the 17 month period. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the academy at the balance sheet date.

The amounts recognised in the Balance Sheet are as follows:

	17 month period 31 August 2013 £
Present value of funded obligations	(2,197,000)
Fair value of scheme assets	1,419,000
	<hr/>
Net liability	(778,000)
	<hr/> <hr/>

HELLESDON HIGH SCHOOL
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE 17 MONTH PERIOD ENDED 31 AUGUST 2013

22. PENSION COMMITMENTS (continued)

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

	17 month period 31 August 2013 £
Current service cost	(238,000)
Interest on obligation	(113,000)
Expected return on scheme assets	80,000
	(271,000)
Total	(271,000)
Actual return on scheme assets	168,000

Movements in the present value of the defined benefit obligation were as follows:

	17 month period 31 August 2013 £
Current service cost	238,000
Interest cost	113,000
Contributions by scheme participants	64,000
Actuarial Losses	54,000
Present value of defined benefit obligation on conversion	1,728,000
	2,197,000
Closing defined benefit obligation	2,197,000

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

	17 month period 31 August 2013 £
Expected return on assets	80,000
Actuarial gains and (losses)	88,000
Contributions by employer	175,000
Contributions by employees	64,000
Fair value of scheme assets on conversion	1,012,000
	1,419,000
	1,419,000

The cumulative amount of actuarial gains and losses recognised in the Statement of Financial Activities was £34,000 gain.

The academy expects to contribute £125,000 to its Defined Benefit Pension Scheme in 2014.

The major categories of scheme assets as a percentage of total scheme assets are as follows:

	2013
Equities	67.00 %
Bonds	20.00 %
Property	11.00 %
Cash	2.00 %

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NOTES TO THE FINANCIAL STATEMENTS
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22. PENSION COMMITMENTS (continued)

Principal actuarial assumptions at the Balance Sheet date (expressed as weighted averages):

	2013
Discount rate for scheme liabilities	4.60 %
Expected return on scheme assets at 31 August	5.80 %
Rate of increase in salaries	5.10 %
Rate of increase for pensions in payment / inflation	2.80 %

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

	2013
Retiring today	
Males	21.2
Females	23.4
Retiring in 20 years	
Males	23.6
Females	25.8

Amounts for the current period are as follows:

Defined benefit pension schemes

	2013
	£
Defined benefit obligation	(2,197,000)
Scheme assets	1,419,000
Deficit	<u>(778,000)</u>
Experience adjustments on scheme assets	<u>88,000</u>

23. OPERATING LEASE COMMITMENTS

At 31 August 2013 the academy had annual commitments under non-cancellable operating leases as follows:

	Land and buildings 2013 £	Other 2013 £
Expiry date:		
Between 2 and 5 years	-	7,241
	<u> </u>	<u> </u>

24. RELATED PARTY TRANSACTIONS

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