

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**CONTENTS**

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	Page
<b>Reference and Administrative Details</b>	1 - 2
<b>Trustees' Report</b>	3 - 13
<b>Governance Statement</b>	14 - 16
<b>Statement on Regularity, Propriety and Compliance</b>	17
<b>Statement of Trustees' Responsibilities</b>	18
<b>Independent Auditors' Report on the Financial Statements</b>	19 - 21
<b>Independent Reporting Accountant's Assurance Report on Regularity</b>	22 - 23
<b>Statement of Financial Activities Incorporating Income and Expenditure Account</b>	24
<b>Balance Sheet</b>	25
<b>Statement of Cash Flows</b>	26
<b>Notes to the Financial Statements</b>	27 - 48

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Members**

Julian Coningham  
Kate Amis  
Brian Ledbetter  
Martin Young  
Hilary Clarke

**Trustees**

Simon Bailey  
Brian Ledbetter, Chair of Trustees  
John Grove, Head Teacher  
Julian Coningham  
Rachael Dupont  
Liz Stoyel, Deputy Chair  
Geoff Morris  
Karen Parkinson  
Fergal Spencer

**Company registered number**

07768645

**Company name**

Quality First Education Trust

**Principal and registered office**

Belleville Road  
London  
SW11 6PR

**Company secretary**

Charlotte Meade

**Senior leadership team**

John Grove, Executive Head Teacher  
Sarah Atherton, Belleville Junior Head Teacher  
Mary-Lyne Latour, Belleville Infant Head Teacher  
Seana Henry, Belleville Wix Head Teacher  
Tom Hyndley, Churchfields Head Teacher  
Ruth Hudson, Alton Head Teacher  
Charlotte Meade, Director of Operations  
Aderemi Shodipe, Director of Finance

**Independent auditors**

Haysmacintyre LLP  
10 Queen Street Place  
London  
EC4R 1AG

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Advisers (continued)**

**Bankers**

HSBC  
16 King street  
London  
WC1V 6AY

**Solicitors**

Browne Jacobson LLB  
77 Gracechurch Street  
London  
EC3V 0AS

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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The Trustees present their annual report together with the financial statements and auditor's report of the charitable company for the period 1 September 2019 to 31 August 2020. The Annual Report serves the purposes of both a Trustees' Report, and a Directors' Report under company law.

The Quality First Education Trust was established by Belleville Primary School, a large, outstanding school in south west London with over 900 children on two sites.

The Quality First Education Trust was established by Belleville Primary School in 2017. The trust operates four primary academy schools across south London: Belleville Primary School, Belleville Wix Academy, The Alton School and Churchfields Primary School. The schools have a combined pupil capacity of 2,028. In 2019 the trust had a combined pupil roll of 1,929. The principal object of the trust is to provide education to pupils between the ages of 4 and 11.

**Belleville Primary School, Belleville Road, London SW11 6PR**

Executive Head: John Grove; Headteacher Juniors: Sarah Atherton; Headteacher Infants: Mary Lyne Latour  
Belleville Primary School was established in 1877 and has been an academy since 2011. Belleville is a large, popular and successful school, judged 'Outstanding' (Ofsted 2007). It is a designated National Support School, Teaching School, Maths Hub and Academy Sponsor, with a long history of supporting and improving schools. It has the largest primary intake in Wandsworth, with four forms of entry plus additional 'bulge' classes in some year groups. The school operates across two different sites approximately a mile apart, in the Clapham/Battersea area of the London Borough of Wandsworth. Belleville has a pupil capacity of 930 not including the nursery.

**Belleville Wix Academy, Wix's Lane, London SW4 0AJ**

Headteacher: Seana Henry  
Belleville Wix Academy joined the Trust in August 2017 as a sponsored academy. Belleville Wix is a one and a half form entry school, very close to Clapham Common, in the London borough of Wandsworth. Belleville Wix shares its site with école de Wix, a French primary school which is annexed to the Lycée Charles de Gaulle in South Kensington. Belleville Wix runs a one-form-entry English stream and the école runs a one-form-entry French stream. The two schools collaborate to provide a one-form-entry bilingual stream. Following sponsorship by the Q1E trust, Belleville Wix was judged to be a 'Good' school in October 2019. Belleville Wix has a pupil capacity of 368, not including the nursery.

**The Alton School, Danebury Avenue, London SW15 4PD**

Headteacher: Ruth Hudson  
The Alton School chose to convert to an academy and join the Trust in 2017. The Alton is an inclusive one-form-entry primary school in Roehampton, next to Richmond Park in the London borough of Wandsworth. It is home to a small Resource Base for children with moderate learning difficulties. The Alton has improved very significantly over recent years and its most recent Ofsted inspection in October 2019 judged it to be a 'Good' school. The Alton has a pupil capacity of 230, not including the nursery.

**Churchfields Primary School**

Headteacher: Tom Hyndley  
Churchfields chose to convert to an academy and joined the Trust in November 2017. Churchfields is a two-form-entry primary school in Beckenham, in the London borough of Bromley. It houses a specialist unit for children with severe/complex learning difficulties, including social and communication difficulties. The school's most recent Ofsted inspection in May 2016 judged it to be a 'Good' school. Churchfields has a pupil capacity of 500 not including the nursery.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Structure, governance and management**

**Constitution**

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

The trustees of Quality First Education Trust are also the directors of the charitable company for the purpose of company law.

Details of the Trustees who served throughout the period are included in the Reference and Administrative Details on page 1.

The principal object of the Academy is to provide education to students between the ages of 4 and 11.

**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 Trustees**

The management of the Trust is the responsibility of the Trustees who are elected and co-opted under the terms of the articles of association and funding agreement. The recruitment and succession planning of Trustees must match Quality First Education Trust vision for the next five years. The skills profile of the Board must reflect the governance needs of the Trust.

The trust uses the NGA's MAT Trustee Skills Audit which assesses knowledge, experience, skills and behaviours of trustees in the following competency areas:

- Strategic leadership
- Accountability
- People
- Structures
- Compliance
- Evaluation.

This audit framework will be used to inform decision making during any recruitment process.

**1. Create and distribute Trustee role specification**

A 'Roles and Responsibilities' document outlining the expectations of a Trustee is circulated to all potential candidates.

**2. Nominations**

Nominations may be received from people outside the trust but a member of the Board or trusted staff member will take over as nominator in this case so that each candidate is 'owned' by someone within the organisation. The nominator should be prepared to champion the candidate through the selection process, advocate for the candidate's fit with the trust, coach the candidate, act as primary point of contact between the trust and the candidate, and support contract signing and on-boarding.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**3. Decision and appointment to the Board**

Final ratification of a potential appointment is provided by the overall Board at the subsequent Board meeting. Once this has been approved, the trustees will make a recommendation to the Members. The Members appoint trustees by ordinary resolution.

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

New trustees are inducted into the workings of the trust. Training and induction will depend on their experience. An induction meeting (or series of meetings) is undertaken to provide training on:

- company and charity requirements
- educational, legal and financial matters
- the values, vision, strategy and objectives of the trust.

All new trustees are given a tour of at least one of the academies in the group. All trustees are provided with copies of the trust policies, procedures, budgets, plans and other documents that they will need to understand their role as trustees and directors of the trust.

Trustees may attend professional training courses to allow them to efficiently fulfil their duties. Ongoing training is encouraged for all trustees to ensure they continue to make an effective contribution and are keeping up to date with changes in legislation.

**Organisational structure**

The organisational structure of the Academy Trust consists of three levels:

- The Trust Board, which includes the Executive Head
- The Executive team (The Executive Head, Director of Finance and Director of Operations)
- The Headteachers of the Trust schools

The Quality First Education Trust is governed by a board of directors (which is also the governing body) constituted under the memorandum and articles of association. The directors are responsible for ensuring that high standards of corporate governance are maintained, the directors exercise their powers and functions with a view to fulfilling a largely strategic leadership role in the running of the Quality First Education Trust and shall consider any advice given by the Executive Head, addressing such matters as:

- Policy development and strategic development,
- Ensuring compliance with legal requirements,
- Ensuring effective internal controls are in operation,
- The monitoring of performance,
- Helping the trust to be responsive to the needs of parents, carers and the Community,
- Setting the trust's standards of conduct and value, and
- Assessing and managing risk

There are ten full trust board meetings per year. There are two sub-committees of the board. The finance and audit committee meets approximately once a term or when required. The headteacher pay committee meets annually.

The Trust also has local governing bodies (local governors) that report to the board of trustees. The delegated responsibilities of the local governing bodies are set out in the trust's scheme of delegation.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Connected organisations, including related party transactions**

Owing to the nature of the Academy Trust's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations. It is inevitable that transactions will take place with organisations in which a member of the Board of Trustees may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Academy Trust's financial regulations and normal procurement procedures.

Belleville PTA acts to raise money to improve the school environment for the children of Belleville School. Funds are spent on improving equipment and facilities in the School. The PTA is a registered charity (number 270097). Currently 1 Trustee of the School acts as a PTA Trustee.

**OBJECTIVES AND ACTIVITIES**

**Objects and aims**

The Trust has two principal Objects set out in its Articles of Association:

- to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum;
- to promote for the benefit of individuals living in the surrounding area who have need by reason of their age, infirmity or disability, financial hardship or social and economic circumstances or for the public at large the provision of facilities for recreation or other leisure time activities in the interests of social welfare and with the object of improving the condition of life of the said individuals.

**Objectives, Strategies and Activities**

Vision: As a Trust we have a relentless drive for improvement, excellence and equality. The way that we as schools and a Trust seek to provide excellence and equality is through education.

Aims: Our Trust aims are that all children:

- Are safe
- Are excellent learners
- Have excellent social and emotional skills
- Achieve and succeed.

Core priorities: The two core priorities that are given particular focus for ongoing continuous improvement at the Quality First Education Trust are:

- **Quality First Education:** We believe that all children can learn and the better the teaching, the better their life chances. We seek to provide an excellent broad and balanced quality first education with a suitable focus on the core skills of literacy and numeracy. We believe that the quality of an education system cannot exceed the quality of its teachers. Quality First Education is shorthand for the principle that all children are entitled to high quality teaching and learning every day in all subjects.
- **Whatever It Takes:** We accept that many children at some stage in their lives will need more than the quality first education provides, and for these children at these times we will seek to do whatever it takes to help them. "Whatever it Takes" is whatever time and support is required for some children to



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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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ensure they fulfil their potential – in addition to (not instead of) the Quality First Education they receive.

Together these two core priorities can be seen to represent our philosophy of excellence and equality.

School specific priorities: For the reporting period September 2019 to August 2020 each school in the Trust had a separate school improvement plan, focusing on areas for development determined by safeguarding priorities, pupil performance outcomes, the standard of teaching, and specific operational matters. For the coming year we have developed a consistent format for these plans, ensuring they both draw on and feed into the Trust's overall plans.

Strategy: To achieve our aims we apply our school improvement mantra. This is shared with all Trustees as part of the Trust's improvement plan. The mantra is:

- Know where we are going
- Recruit, retain and develop excellent staff
- Ensure we know what to do
- Ensure we know why we are doing the job
- Ensure we have excellent skills to do the job
- Ensure we have excellent resources to do the job
- Ensure we do the job with excellence
- Monitor, evaluate and improve

Measures used to assess success: For the reporting period a set of Key Performance Indicators (KPIs) were agreed for all schools in the Trust, as detailed in the 'achievements and performance' section of this report. A 'data dashboard' report is used to capture each school's performance against the KPIs. This is submitted by each headteacher after the end of the academic year.

## **STRATEGIC REPORT**

### **ACHIEVEMENTS AND PERFORMANCE**

In previous years the trust board has rigorously monitored the performance of its schools using a regularly updated dashboard reporting system. The board also set a number of Key Performance Indicators (KPIs), focusing largely on pupil performance against previous years and the national average. These KPIs have underpinned the performance reviews of the headteachers and executive headteacher, and headline performance data has been included in previous annual reports.

For the 2019-20 academic year, schools have not been able to report in the same way, due to the covid-19 pandemic and its impact on schools and summative data. This year's annual report will therefore be quite different to previous years, however there are key aspects of performance that can be highlighted.

#### **Ofsted inspection outcomes**

During the 2019-20 academic year Ofsted inspected two of the trust's schools.

We were impressed with the way the schools dealt with the inspections. The heads and senior leaders were impressive and staff at all levels worked hard to ensure the schools were seen at their best. Local governors and trustees gave up their time readily at short notice, to support the schools and meet the inspectors. The school teams were very well supported by colleagues from the central team and from the other schools across the trust. The influence of the trust was apparent during the two inspections.

- "The trust has worked with determination to secure improvements, particularly to the curriculum. Staff across the trust's four schools work together to plan their teaching. This sharing of expertise and resources is of much benefit to pupils and keeps staff workload manageable." (Inspection report, Belleville Wix).

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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Ofsted section 8 inspection at The Alton School, 16-17 October 2019

The Alton was previously graded 'good' and we were delighted to see the school retain this grade, with some very positive comments made by inspectors:

- "Leaders and staff support every pupil to reach their full potential.
- Leaders' actions mean that pupils' achievement is strong in a range of subjects.
- Leaders' work on mathematics has transformed the quality of pupils' learning.
- Leaders know that many children join the school with limited experiences of reading. In the early years, teachers help children to learn phonics straight away
- Pupils benefit from well-planned daily reading lessons. Teachers are skilled at helping pupils to understand interesting and complex texts. Pupils are keen readers.
- Pupils with SEND achieve well here. Staff are highly skilled in planning for pupils' needs."

The full report is available at <https://files.ofsted.gov.uk/v1/file/50124302>.

Ofsted section 5 inspection at Belleville Wix Academy, 30-31 October 2019

Belleville Wix was previously graded 'inadequate' and was formally sponsored by the trust. The inspection in October 2019 graded the school 'good' overall, with an 'outstanding' grade for the early years phase. Many features were highlighted as excellent.

- "Leaders and staff are determined to ensure that every pupil is provided with the best education possible.
- An outstanding start in the early years prepares children exceptionally well for Year 1
- Provision for reading and mathematics is exceptionally strong... The school's schemes of work for reading and mathematics are highly structured. This ensures that pupils build strong knowledge and skills in these subjects from Nursery to Year 6.
- Pupils benefit from teachers' strong subject knowledge. Leaders ensure that class teachers are highly skilled
- Pupils with special educational needs and/or disabilities (SEND) learn well."

The full report is available at <https://files.ofsted.gov.uk/v1/file/50130456>.

**Provision during the covid-19 pandemic and school closure period**

We are proud of the achievements of the trust in managing the challenging period from March 2020 onwards, including:

- Implementing a high quality home learning strategy during school closure, initially focused on revision and consolidation of prior learning and moving quickly to provide progressive learning following the trust's planned curriculum. This was facilitated through a brand new home learning website which was accessed across and beyond the trust (over 30,000 unique visitors recorded).
- Regular contact with all children during the closure period, including phone calls, video demonstrations, messages, online interaction and real-time teaching for specific groups, as well as establishing new social media channels and contacts.
- Facilitating on-site provision for vulnerable and key worker children from day one of the school closure, combined onto two Q1E sites, including Easter and bank holidays; this was delivered by third party providers, enabling almost all staff able to work from home, stay safe and focus on remote learning provision.
- Purchasing and delivering learning resources and vouchers for children most in need.
- Agile development of new policies, procedures and guidance where necessary, including for governance, safeguarding, bereavement and remote learning.
- Weekly trust board meetings and regular local governing body meetings held throughout closure period
- Thorough risk assessment process undertaken in preparation for wider opening.
- 66% of all nursery, reception, year 1 and year 6 children returned to school in June (compared with 30% nationally), with some classes seeing attendance of up to 87%.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Public benefit**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the charitable company.

**Going concern**

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

**Trustees' indemnities**

Employees and Trustees are covered by Trustees' and Officers' liability insurance for failings arising from the performance of their duties that may lead to civil liability. There are no other specific third party indemnities beyond this which require reporting in the context of section 236 of the Companies Act 2006.

**FINANCIAL REVIEW**

Most of the trust's income is obtained from the Department for Education in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the Department for Education during the year ended 31 August 2020 and the associated expenditure are shown as restricted funds in the statement of funds in the financial statements.

**Financial position**

The Quality First Education Trust fund balances at 31 August 2020 were in surplus by £34,056,674 (2019: £35,708,586). Total restricted funds at 31 August 2020 were in surplus by £31,789,448 (2019: £33,251,340) represented by the pension deficit, Fixed Asset Fund and the balance on teaching school. Unrestricted funds at 31 August 2020 were in surplus by £2,267,226 (2019: £2,457,246).

During the period, ESFA/LA grants totalled £10,672,592 (2019: £10,275,484). Other income included within restricted funds totalled to £673,611 (2019: £683,065) in respect of the teaching school. Restricted income fund expenditure totalled £11,771,357 (2019: £11,674,549).

The Trust also received grants for fixed assets from the ESFA. In accordance with the Charities Statement of Recommended Practice, "Accounting for Reporting by Charities" (SORP 2005), such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned. Under the Charities SORP, it is necessary to charge projected deficits on the Local Government Pension Scheme, which is provided to support staff, to a restricted fund. This results in reducing reserves shown in the total funds of the Trust. It should be noted that this does not present the Academy with any current liquidity problem. The employer contributions since June 2016 have increased and it is expected that they will continue to increase further. Overall the academy has a healthy balance sheet and cashflow and will be using reserves to maintain the current assets and also to invest back into the school in the form of additional resources and facilities both in the long term and the short term in conjunction with the school development plan and school aims. The Chief Finance Officer has subsequently been reviewing the financial processes. The trustees through the finance committee receive financial progress reports throughout the year and compare against budgets submitted to the Education Funding Agency. The finance committee also review longer term financial models (up to 5 years) to plan and organise resources most effectively to fulfil the aims of the schools. The assets were used exclusively for providing education and the associated serviced to the pupils of the schools. The deficits in the Local

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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Government Pension Schemes (LGPS) are recognised on the balance sheet in accordance with the provision of FRS102.

**Key financial performance indicators**

The key financial performance indicators are variations from Budget Forecasts. The Forecast sets out a structured and balanced three year plan and deviation from this would indicate a favourable or adverse financial position. Financial performance against the budget is monitored monthly and reported to the trust's Finance and Audit Committee termly. Specific analysis is made in relation to salary costs against the budgeted staff establishment.

The trust's aim is to minimise risk with any investments; the policy is therefore to invest reserves in low risk short term bank deposits. No reserves are currently invested as the priority since incorporation was to ensure sufficient working capital and to date all cash deposits have been held in instantly available deposit accounts.

**Principal risks and uncertainties**

The board of trustees has assessed the major risks to which the trust is exposed, in particular those related to the operations and finances of the trust and each individual academy. The trust has a risk register and also a trust Risk Management Policy which was approved by the board in 2019. The trustees have requested that risk is added to the agenda of every board meeting, as a standing item.

The trust has implemented systems to assess risks that the trust faces, especially in operational areas (e.g. in relation to teaching, standards, health and safety etc) and in relation to the control of finance. The trust has also introduced systems to minimise risk, including vetting staff and volunteers, premises management procedures and internal financial controls. Where significant financial risk still remains, the trust has ensured there is adequate insurance cover. The principal risks and uncertainties facing the academy trust are:

Risk: an Ofsted inspection of any trust school results in a lower grading than the school's current grade. Mitigation: All schools are regularly monitored, including via a structured two day annual review based on the Ofsted framework. The trust monitors any changes in the Ofsted framework in order to identify any changes required to internal processes. The trust employs the services of two Ofsted inspectors to support monitoring activity.

Risk to the schools' ability to sustain high standards and results due to reduced central funding and/or inefficiency/inadequate financial control by the schools' leadership. Mitigation - The government has already forewarned of reduced future funding for school. The Trust mitigates this risk (which is outside school control) by staying abreast of government plans and through thorough advanced financial planning on a 3-year cycle. The Schools have policies and procedures in place to prevent fraud and mis-management, ensure value for money is achieved and takes into consideration national guidance and recommendations. The Trust's Finance Director has day-to-day responsibility for the Trust's financial affairs and monitors income and expenditure with the Head on a monthly basis.

Risk that the pension schemes are in significant deficit and that employer contributions increase and draw heavily on Trust funds, compromising their ability to investment in improvement. Mitigation - the pension scheme is devolved to the LGPS & TPS, employer contributions decided on the basis of actuarial records and outside school control. Central administration of the scheme ensures correct employer contributions are defined.

Risk of falling demand for school places with resultant reduction in school funding. Mitigation: Local authority monitoring of birth rates and forecasting of demand for primary places. Trust and school level monitoring of applications, waiting lists, uptake and vacancies, and any known changes in local population demographics. Maintenance of high standards and results to ensure ongoing demand for places. Parental engagement to help ensure retention of current pupils.

Risk of uncontrolled major natural event that affects school eg. fire, flood. Mitigation - by its nature the likelihood

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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of this risk cannot be influenced. Response measures in place control impact. The Trust maintains a Disaster Recovery/Business Continuity Plan and runs an annual cascade contact test. The Finance Director is responsible for ensuring an effective Insurance policy is in place.

Risk that the Trust fails to comply with legislation and regulations (eg. Health and Safety, Employment law, Data Protection etc.). Mitigation - Trustees, SLT and Finance Director stay abreast of changes in legislation and regulations and new requirements on the Trust. A range of policies to ensure compliance are in place and regularly reviewed by the Trustees. The Trust buys in external advice and/or outsources to appropriately skilled bodies where necessary eg. local authority HR.

Risk of damage to the Trust's reputation arising from any cause eg. poor Ofsted report, actions of Trustees or staff, falling standards/results, adverse publicity, high profile complaint or incident. Trustees and Leadership demand high standards of conduct (including for themselves) and pursue high standards and achievement levels for pupils. Achievement against targets and progress and results achieved by pupils is regularly monitored by SLT, Trustees and SIP(s). The trust has carried out a skills review to ensure the correct set of skills are available on the Board.

#### **Investment policy and performance**

The Trust's aim is to minimise risk with any investments; the policy is therefore to invest reserves in low risk short term bank deposits. No reserves are currently invested as the priority since incorporation was to ensure sufficient working capital and to date all cash deposits have been held in instantly available deposit accounts.

#### **Reserves policy**

The Trustees have reviewed the reserves of the Trust. This review encompassed the nature of income and expenditure streams, the need to match them with commitments and the nature of reserves.

The policy of the Trustees is to maintain a level of reserves that will be adequate to provide a stable basis for the continuing activity of the Academy Trust having in mind such factors as fluctuations in anticipated pupil numbers, whilst ensuring that excessive funds are not accumulated. This is assessed over a three year budget period. large fluctuations due to pupil numbers are not anticipated and the policy is to maintain end of year reserves no less than 50% of one month's salary costs which is equal to £392,108. Reserves are currently higher than the target at £2,267,226 but in the next three years the school will have planned deficits which will be funded from reserves.

The level of reserves will be kept under review by the Trustees.

#### **Fundraising**

No school within the MAT has employed an external fundraiser. All funds raised for each school were carried out by the PTA which aims to raise funds from parents and carers of current parents and operate at arms length from the schools. The PTA occasionally makes donations for specific purposes. No complaints were received as a result of the PTA's fundraising activity.

#### **PLANS FOR FUTURE PERIODS**

The Trust consisted of four schools at 31 August 2020. We are in discussion with a number of other schools that are considering converting to academies and joining our Trust.

We also remain keen to sponsor further schools in the future, should there be an appropriate opportunity. We are an accredited academy sponsor.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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We meet with representatives of the Office of the Regional Schools Commissioner (Department for Education) for an annual trust review, to discuss priorities, capacity and future plans.

We have recently met with representatives of the Office of the Regional Schools Commissioner (Department for Education) for an annual MAT review, to discuss priorities, capacity and future plans.

**Pay policy for key management personnel**

The pay of all staff within the Quality First Education Trust is set within the parameters of the Quality First Education Trust Pay Policy. The performance of all staff is then monitored and evaluated against agreed objectives in-line within the Q1ET Performance Management Policy.

The pay of senior staff in the multi academy trust including the executive headteacher is reviewed annually and is considered by the Trust Board. Until December 2018 this was done via the Trust Finance and Premises Committee and the Trust Staffing Committee. This is now done via the Trust Pay Committee.

The salary ranges of staff have been established by directors following a process local and regional comparison.

The pay of all heads of school and senior leadership staff is set within pay bands that are determined by the size and phase of the school and by factors such as comparisons of similar roles locally and the availability of suitably qualified and experienced staff.

All posts within the structure have detailed job descriptions which are subject to review from time to time, in consultation with staff, to reflect the changing needs of the school. Job descriptions are written with due regard to enabling staff to maintain a reasonable work/life balance.

**Trade union facility time**

No employees were relevant union officials during the period for the purposes of collective bargaining.

**Employee involvement and employment of the disabled**

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The Academy Trust carries out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Trustees.

The Academy Trust has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- Equal Opportunities Policy
- Volunteers' Policy
- Health & Safety Policy

In accordance with the Academy Trust's Equal Opportunities Policy, the Academy Trust has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the Academy Trust's offices.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Disclosure of information to auditors**

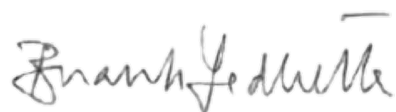
Insofar as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustees have taken all the steps that ought to have been taken as a Trustee 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, Haysmacintyre LLP, have indicated their willingness to continue in office. The Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

The Trustees' Report was approved by order of the Board of Trustees, as the company directors, on 28 January 2021 and signed on its behalf by:



**Brian Ledbetter**  
Chair of Trustees

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**GOVERNANCE STATEMENT**

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**Scope of Responsibility**

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

The Board of Trustees has delegated the day-to-day responsibility to the Executive 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 Quality First Education Trust and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

**Governance**

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The full Board of Trustees has formally met 21 times during the year (weekly meetings were held during the school closure period from late March, in addition to the nine planned meetings for the year). Sub-committee meetings for finance and audit were held in addition to this. Attendance during the year at meetings of the Board of Trustees was as follows:

Trustee	Meetings attended	Out of a possible
Simon Bailey	19	21
Brian Ledbetter, Chair of Trustees	20	21
John Grove, Executive Headteacher	21	21
Julian Coningham	21	21
Rachael Dupont	21	21
Liz Stoyel, Deputy Chair	21	21
Geoff Morris	17	21
Karen Parkinson	20	21
Fergal Spencer	20	21

In addition, trustees attended a trust-wide governance event on Saturday 19th September, open to all members, trustees, local governors and senior leaders. Trustees were also welcome to attend school-based INSET sessions.

**Governance reviews**

During the year Trustees have:

- Ensured risk is a standing item on each board agenda in order to identify, agree, document and assess our key strategic risks and their mitigations.
- Agreed link roles for individual Trustees including safeguarding, finance and health & safety, with key monitoring responsibilities.
- Undertaken school visits, attended INSET and attended local governing body meetings.
- Monitored, reviewed and challenged all aspects of the Trust's performance and operations
- Reviewed and discussed sources of current evidence about the Trust schools including written reports from external experts. In 2019-20 these reviews included:
  - o performance data, monitored via our trust "dashboard" report
  - o a two-day in-depth review of each school, led by a current Ofsted inspector
  - o a mid-year and end of year review of each school, led by a current Ofsted inspector
  - o a one-day safeguarding review of each school, led by an objective external consultant
  - o internal and external audit reports on each school.



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**QUALITY FIRST EDUCATION TRUST**  
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**GOVERNANCE STATEMENT (continued)**

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The Finance and Premises Committee meets approximately once a term or when required.

Attendance at these meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Brian Ledbetter	6	6
Simon Bailey	5	6
John Grove, Executive Headteacher	6	6
Fergal Spencer	6	6

**Review of Value for Money**

As Accounting Officer, the Executive Head teacher has responsibility for ensuring that the academy trust delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

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

- Ensuring there is comprehensive monitoring of spending and budgets to ensure that all spending is within the school's long term financial plan. This monitoring is undertaken by the Business Manager, Head teacher, School Trustees, and Internal and External Auditors.
- We have structured purchasing policies and guidelines. In addition a scheme of delegation clearly states individual levels of authority and accountability.
- A Risk Register records all the risks faced by the school, financial and otherwise. This register is reviewed annually by School Trustees.
- Effective Purchasing - we have a dedicated member of staff responsible for all purchasing within the school. Having a dedicated purchasing officer allows the academy to seek best value on purchases. Several large contracts are awarded through contracts procured by Wandsworth Council. Such economies of scale create a better negotiating position and better value contracts. These contracts include those awarded for cleaning, catering and photocopying.
- Other large contracts are tendered for by the school in a timely manner. These contracts have recently included those for the provision of insurance and audit services.
- We discuss purchasing with other local academies at termly review meetings. These meetings facilitate discussion relating to the control of expenditure and best value for money.
- Income generation: The school takes opportunities to generate additional revenue, most notably through the lettings of school premises and some non grant funded Teaching School activities. The additional revenue is used by the school to fund spending on educational activities.

**The Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of academy trust 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 Quality First Education Trust for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

**Capacity to Handle Risk**

The Board of Trustees has reviewed the key risks to which the academy trust is exposed together with the

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**GOVERNANCE STATEMENT (continued)**

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operating, financial and compliance controls that have been implemented to mitigate those risks. The Board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks, that has been in place for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

**The Risk and Control Framework**

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Board of Trustees;
- regular reviews by the Finance and 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 Board of Trustees has considered the need for a specific internal audit function and has decided to appoint an internal auditor. Each school within the MAT has received two internal audit visits during the year.

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

- testing a sample of expenditure and income;
- checking and signing off petty cash and the Fund account;
- checking the payroll and staff contracts;
- providing a report and recommendations.

On a regular basis, the auditor reports to the Board of Trustees on the operation of the systems of control and on the discharge of the Board of Trustees' financial responsibilities.


**Review of Effectiveness**


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

- the work of the internal auditor;
- the work of the external auditors;
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework.

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

Approved by order of the members of the Board of Trustees on 28 January 2021

  
**Brian Ledbetter**  
**Chair of Trustees**

  
**John Grove**  
**Accounting Officer**

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As Accounting Officer of Quality First Education Trust I have considered my responsibility to notify the academy trust Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

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

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



**John Grove**  
**Accounting Officer**

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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

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

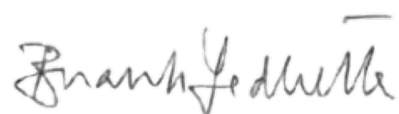
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting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

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

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

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

Approved by order of the members of the Board of Trustees on 28 January 2021 and signed on its behalf by:



**Brian Ledbetter**  
**Chair of Trustees**

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF QUALITY FIRST EDUCATION TRUST**

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**Opinion**

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

In our opinion the financial statements:

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

**Basis for opinion**

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

**Conclusions relating to going concern**

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

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

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF QUALITY FIRST EDUCATION TRUST**

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**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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

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

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

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

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

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

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

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees (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, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF QUALITY FIRST EDUCATION TRUST**

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**Auditors' responsibilities for the audit of the financial statements**

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

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

**Use of our report**

This report is made solely to the academy trust'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 trust 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 trust and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Thomas Wilson (Senior Statutory Auditor)  
for and on behalf of  
**Haysmacintyre LLP**  
Statutory Auditors  
10 Queen Street Place  
London  
EC4R 1AG  
29 January 2021

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO QUALITY FIRST EDUCATION TRUST AND THE EDUCATION & SKILLS FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 13 November 2019 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Quality First Education Trust during the year 1 September 2019 to 31 August 2020 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

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

**Respective responsibilities of Quality First Education Trust's accounting officer and the reporting accountants**

The Accounting Officer is responsible, under the requirements of Quality First Education Trust's funding agreement with the Secretary of State for Education dated 1 October 2011 for Belleville Primary School, 11 July 2017 for Belleville Wix Academy, 25 July 2017 for Alton School and 1 November 2017 for Churchfields Primary School, and the Academies Financial Handbook extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

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

**Approach**

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

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

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

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

The work undertaken to draw to our conclusion includes:

- Assessment of the control environment operated by the academy trust.
- Walkthrough testing of controls to ensure operational effectiveness.
- Substantive testing on a sample of expenditure items, ensuring expenditure is in accordance with the funding agreement and appropriately authorised.
- Detailed testing on a selection of credit card statements and expense claims.



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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO QUALITY FIRST EDUCATION TRUST AND THE EDUCATION & SKILLS FUNDING AGENCY (continued)**

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- Review of minutes, bank certificates and related party declarations provided by Trustees and senior management.

**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 year 1 September 2019 to 31 August 2020 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Haysmacintyre LLP*

**Haysmacintyre LLP**  
Reporting Accountants  
10 Queen Street Place  
London  
EC4R 1AG

29 January 2021

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>INCOME FROM:</b>						
Donations and capital grants	2	58,771	-	97,839	156,610	140,884
Charitable activities:	3					
Funding for the academy trust's educational operations		455,913	10,632,593	-	11,088,506	11,025,051
Teaching schools		11,799	499,764	-	511,563	796,424
Other trading activities	4	472,512	-	-	472,512	535,075
Investments	5	3,062	-	-	3,062	684
Other income		131,114	-	-	131,114	73,328
<b>TOTAL INCOME</b>		<b>1,133,171</b>	<b>11,132,357</b>	<b>97,839</b>	<b>12,363,367</b>	<b>12,571,446</b>
<b>EXPENDITURE ON:</b>						
Raising funds		26,685	-	-	26,685	33,475
Charitable activities:						
Academy Trust educational operations		1,156,031	11,195,988	954,012	13,306,031	12,267,366
Teaching schools		57,194	575,369	-	632,563	913,630
<b>TOTAL EXPENDITURE</b>	7	<b>1,239,910</b>	<b>11,771,357</b>	<b>954,012</b>	<b>13,965,279</b>	<b>13,214,471</b>
<b>NET EXPENDITURE BEFORE TRANSFERS</b>						
Transfers between Funds	17	(106,739) (83,281)	(639,000) -	(856,173) 83,281	(1,601,912) -	(643,025) -
<b>NET EXPENDITURE BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>						
Actuarial gains/(losses) on defined benefit pension schemes	21	-	(50,000)	-	(50,000)	(729,000)
<b>NET MOVEMENT IN FUNDS</b>		<b>(190,020)</b>	<b>(689,000)</b>	<b>(772,892)</b>	<b>(1,651,912)</b>	<b>(1,372,025)</b>
<b>RECONCILIATION OF FUNDS:</b>						
Total funds brought forward		2,457,246	(3,150,000)	36,401,340	35,708,586	37,080,611
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>2,267,226</b>	<b>(3,839,000)</b>	<b>35,628,448</b>	<b>34,056,674</b>	<b>35,708,586</b>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 07768645**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2020**

	Note	2020		2019	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	13		35,628,448		36,453,239
<b>CURRENT ASSETS</b>					
Stocks	14	21,386		22,278	
Debtors	15	162,568		506,483	
Cash at bank and in hand		2,926,440		2,629,897	
			<u>3,110,394</u>		<u>3,158,658</u>
<b>CREDITORS:</b> amounts falling due within one year	16		<u>(843,168)</u>		<u>(753,311)</u>
<b>NET CURRENT ASSETS</b>			<u>2,267,226</u>		<u>2,405,347</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>37,895,674</u>		<u>38,858,586</u>
Defined benefit pension scheme liability	21		<u>(3,839,000)</u>		<u>(3,150,000)</u>
<b>NET ASSETS INCLUDING PENSION SCHEME LIABILITIES</b>			<u><u>34,056,674</u></u>		<u><u>35,708,586</u></u>
<b>FUNDS OF THE ACADEMY</b>					
Restricted funds:					
Restricted funds excluding pension liability		35,628,448		36,401,340	
Pension reserve		<u>(3,839,000)</u>		<u>(3,150,000)</u>	
Total restricted funds			<u>31,789,448</u>		<u>33,251,340</u>
Unrestricted funds	17		<u>2,267,226</u>		<u>2,457,246</u>
<b>TOTAL FUNDS</b>			<u><u>34,056,674</u></u>		<u><u>35,708,586</u></u>

The financial statements on pages 24 to 48 were approved by the Trustees, and authorised for issue, on 28 January 2021 and are signed on their behalf, by:



**Brian Ledbetter**  
**Chair of Trustees**

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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	Note	2020 £	2019 £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	19	227,023	660,207
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		3,062	684
Purchase of tangible fixed assets		(31,381)	(51,900)
Capital grants from DfE Group		97,839	15,980
<b>Net cash provided by/(used in) investing activities</b>		69,520	(35,236)
<b>Change in cash and cash equivalents in the year</b>		296,543	624,971
Cash and cash equivalents brought forward		2,629,897	2,004,926
<b>Cash and cash equivalents carried forward</b>		2,926,440	2,629,897

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**1. ACCOUNTING POLICIES**

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

**1.1 Basis of preparation of financial statements**

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

Quality First Education Trust constitutes a public benefit entity as defined by FRS 102.

**1.2 Going concern**

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

**1.3 Income**

All income is recognised once the academy has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

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

Capital grants are recognised when there is entitlement 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.

Donations are recognised on a receivable basis where receipt is probable 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.

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**1. ACCOUNTING POLICIES (continued)**

**1.4 Expenditure**

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

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

Expenditure on charitable activities are costs incurred on the academy's educational operations, including support costs and those costs relating to the governance of the academy appointed to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

**1.5 Tangible fixed assets and depreciation**

All assets costing more than £5,000 are capitalised and are carried at cost, net of depreciation and any provision for impairment.

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

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold property	-	2%
Furniture and fixtures	-	25%
Motor vehicles	-	20%

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

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**1. ACCOUNTING POLICIES (continued)**

**1.6 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

**1.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.9 Liabilities and provisions**

Liabilities and provisions are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the academy anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.10 Financial instruments**

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

*Financial assets* - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 15. Prepayments are not financial instruments. Cash at bank is classified as a basic financial instrument and is measured at face value.

*Financial liabilities* - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised costs as detailed in note 16. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instruments.

**1.11 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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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**1. ACCOUNTING POLICIES (continued)**

**1.12 Pensions**

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 21, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

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

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

**1.13 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 Trustees.

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

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



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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**1. ACCOUNTING POLICIES (continued)**

**1.14 Critical accounting estimates and areas of judgment**

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

Critical accounting estimates and assumptions:

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 21, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2019 has been used by the actuary in valuing the pensions liability at 31 August 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

Critical areas of judgment:

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

**2. INCOME FROM DONATIONS AND CAPITAL GRANTS**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
Donations	58,771	-	-	58,771	124,904
Capital Grants	-	-	97,839	97,839	15,980
	<u>58,771</u>	<u>-</u>	<u>97,839</u>	<u>156,610</u>	<u>140,884</u>
Total 2019	<u>124,904</u>	<u>-</u>	<u>15,980</u>	<u>140,884</u>	

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Funding for Academy's operational activities	-	10,672,592	10,672,592	10,275,484
Other educational income	455,913	-	455,913	749,567
Teaching school	11,799	459,765	471,564	796,424
	<u>467,712</u>	<u>11,132,357</u>	<u>11,600,069</u>	<u>11,821,475</u>
Total 2019	<u>1,545,991</u>	<u>10,275,484</u>	<u>11,821,475</u>	

**FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	8,403,580	8,403,580	8,406,902
Other ESFA grants	-	1,315,203	1,315,203	919,928
	<u>-</u>	<u>9,718,783</u>	<u>9,718,783</u>	<u>9,326,830</u>
<b>Other government grants</b>				
Local authority grants - revenue	-	953,809	953,809	948,654
	<u>-</u>	<u>953,809</u>	<u>953,809</u>	<u>948,654</u>
<b>Other funding</b>				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>10,672,592</u>	<u>10,672,592</u>	<u>10,275,484</u>
Total 2019	<u>-</u>	<u>10,275,484</u>	<u>10,275,484</u>	

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**4. OTHER TRADING ACTIVITIES**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Hire of facilities	453,735	-	453,735	514,591
School uniform sales	18,777	-	18,777	20,484
	<u>472,512</u>	<u>-</u>	<u>472,512</u>	<u>535,075</u>
Total 2019	<u>535,075</u>	<u>-</u>	<u>535,075</u>	

**5. INVESTMENT INCOME**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Investment income	3,062	-	3,062	684
	<u>684</u>	<u>-</u>	<u>684</u>	
Total 2019	<u>684</u>	<u>-</u>	<u>684</u>	

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**6. CHARITABLE ACTIVITIES**

	Total funds 2020 £	Total funds 2019 £
<b>DIRECT COSTS - EDUCATIONAL OPERATIONS</b>		
Wages and salaries	6,286,936	6,139,059
National insurance	562,935	553,499
Pension cost	1,354,556	1,090,384
Depreciation	856,172	794,754
Educational supplies	432,859	239,322
Staff development	30,135	60,021
School visit and trip expenses	192,244	113,656
Teaching school (excluding salaries)	556,958	674,384
	<u>10,272,795</u>	<u>9,665,079</u>
<b>SUPPORT COSTS - EDUCATIONAL OPERATIONS</b>		
Wages and salaries	953,188	849,043
National insurance	70,107	62,413
Pension cost	731,810	716,189
Pension finance cost	60,000	50,000
Recruitment and support	17,555	14,412
Maintenance of premises and equipment	238,570	166,892
Cleaning	245,149	225,095
Rates	40,224	45,310
Utilities	191,970	165,698
Insurance	47,913	52,624
IT costs	218,849	193,018
Security and transport	37,382	22,327
Catering	515,238	666,865
Bank interest and charges	2,953	5,760
Office costs	138,390	165,280
Professional costs	42,770	28,166
Other support costs	86,293	64,335
	<u>3,638,361</u>	<u>3,493,427</u>
	<u>13,911,156</u>	<u>13,158,506</u>
<b>OTHER EXPENDITURE</b>		
Governance costs	27,438	22,490
	<u>13,938,594</u>	<u>13,180,996</u>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**7. EXPENDITURE**

	Staff costs 2020 £	Premises 2020 £	Other costs 2020 £	Total 2020 £	Total 2019 £
Expenditure on raising funds					
Direct costs	-	-	26,685	26,685	33,475
Support costs	-	-	-	-	-
Funding for Academy's educational activities:					
Direct costs	8,783,427	-	1,489,368	10,272,795	9,665,079
Support costs	1,176,105	706,209	1,756,047	3,638,361	3,493,427
Governance costs	-	-	27,438	27,438	22,490
	<u>9,959,532</u>	<u>706,209</u>	<u>3,299,538</u>	<u>13,965,279</u>	<u>13,214,471</u>
Total 2019	<u>9,410,587</u>	<u>538,770</u>	<u>3,265,114</u>	<u>13,214,471</u>	

**8. NET MOVEMENT IN FUNDS**

This is stated after charging:

	2020 £	2019 £
Depreciation of tangible fixed assets:		
- owned by the charity	856,172	794,755
Auditors remuneration - audit	14,450	12,600
Other fees payable to the auditor	5,050	4,490
	<u>875,672</u>	<u>811,845</u>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**9. STAFF COSTS**

**a. Staff costs**

Staff costs were as follows:

	2020 £	2019 £
Wages and salaries	7,106,562	6,777,994
Social security costs	633,042	615,912
Operating costs of defined benefit pension schemes	2,086,366	1,806,573
	<u>9,825,970</u>	<u>9,200,479</u>
Apprenticeship levy	20,001	15,626
Agency staff	113,561	194,482
	<u>9,959,532</u>	<u>9,410,587</u>

**b. Staff numbers**

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

	2020 No.	2019 No.
Teachers	104	102
Educational support	145	144
Administration and management	43	41
Premises	5	6
	<u>297</u>	<u>293</u>

Average headcount expressed as a full time equivalent:

	2020 No.	2019 No.
Teachers	91	87
Educational support	76	75
Administration and management	34	32
Premises	5	5
	<u>206</u>	<u>199</u>

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**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

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**9. STAFF COSTS (continued)**

**c. Higher paid staff**

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

	2020 No.	2019 No.
In the band £60,001 - £70,000	3	1
In the band £70,001 - £80,000	2	2
In the band £80,001 - £90,000	1	0
In the band £90,001 - £100,000	2	2
In the band £100,001 - £110,000	0	1
In the band £120,001 - £130,000	1	1

These employees participated in the Teachers' Pension Scheme. During the year ended 31 August 2020 pension contributions for these staff amounted to £172,900 (2019 - £114,935).

**d. Key management personnel**

Remuneration and benefits paid to key management personnel amounted to £997,193 (2019 - £881,079).

**10. CENTRAL SERVICES**

The academy has provided the following central services to its academies during the year:

- Teaching staff
- Support staff
- Educational supplies
- Other costs

The academy charges for these services on the following basis:

Pupil numbers in each school was used to allocate all of the above costs.

The actual amounts charged during the year were as follows:

	2020 £	2019 £
Belleville Primary School	297,667	301,947
Belleville Wix Academy	117,787	118,153
Alton School	73,617	91,897
Churchfields Primary School	160,036	144,409
Total	<u>649,107</u>	<u>656,406</u>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**11. TRUSTEES' REMUNERATION AND EXPENSES**

One or more Trustees has been paid remuneration or has received other benefits from an employment with the academy. The Principal and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and other staff members under their contracts of employment, and not in respect of their role as Trustees. The value of Trustees' remuneration and other benefits was as follows:

		2020 £	2019 £
John Grove - Head Teacher	Remuneration	120,000-125,000	120,000-125,000
	Pension contributions paid	30,000-35,000	20,000-25,000

During the year ended 31 August 2020, no Trustees received any reimbursement of expenses (2019 - nil).

**12. TRUSTEES' AND OFFICERS' INSURANCE**

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the Trustees and officers indemnity element from the overall cost of the RPA scheme (2019 - cover was £10m)

**13. TANGIBLE FIXED ASSETS**

	Leasehold property £	Furniture and fixtures £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 September 2019	39,369,088	193,850	51,725	39,614,663
Additions	-	31,381	-	31,381
At 31 August 2020	39,369,088	225,231	51,725	39,646,044
<b>Depreciation</b>				
At 1 September 2019	2,973,630	145,104	42,690	3,161,424
Charge for the year	787,382	59,755	9,035	856,172
At 31 August 2020	3,761,012	204,859	51,725	4,017,596
<b>Net book value</b>				
At 31 August 2020	35,608,076	20,372	-	35,628,448
At 31 August 2019	36,395,458	48,746	9,035	36,453,239



**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**14. STOCKS**

	2020 £	2019 £
Finished goods and goods for resale	21,386	22,278

**15. DEBTORS**

	2020 £	2019 £
VAT due	96,793	401,699
Other debtors	13,027	13,678
Prepayments and accrued income	52,748	91,106
	<u>162,568</u>	<u>506,483</u>

**16. CREDITORS: Amounts falling due within one year**

	2020 £	2019 £
Trade creditors	49,613	73,775
Other taxation and social security	172,379	164,706
Other creditors	137,848	-
Accruals and deferred income	483,328	514,830
	<u>843,168</u>	<u>753,311</u>
	2020 £	2019 £
<b>Deferred income</b>		
Deferred income at 1 September 2019	211,576	267,138
Resources deferred during the year	227,058	211,576
Amounts released from previous years	(211,576)	(267,138)
Deferred income at 31 August 2020	<u>227,058</u>	<u>211,576</u>

At the Balance Sheet date the academy trust had received grants in advance for the following year.

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**17. STATEMENT OF FUNDS**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>						
General Funds	2,457,246	1,133,171	(1,239,910)	(83,281)	-	2,267,226
<b>Restricted funds</b>						
	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
GAG	-	8,403,579	(8,403,579)	-	-	-
Other ESFA grants	-	1,315,204	(1,315,204)	-	-	-
Local authority grants	-	913,809	(913,809)	-	-	-
Teaching School	-	499,765	(499,765)	-	-	-
Pension reserve	(3,150,000)	-	(639,000)	-	(50,000)	(3,839,000)
	<u>(3,150,000)</u>	<u>11,132,357</u>	<u>(11,771,357)</u>	<u>-</u>	<u>(50,000)</u>	<u>(3,839,000)</u>
<b>Restricted fixed asset funds</b>						
ESFA grant	-	97,839	(97,839)	-	-	-
Fixed asset fund	36,401,340	-	(856,173)	83,281	-	35,628,448
	<u>36,401,340</u>	<u>97,839</u>	<u>(954,012)</u>	<u>83,281</u>	<u>-</u>	<u>35,628,448</u>
Total restricted funds	<u>33,251,340</u>	<u>11,230,196</u>	<u>(12,725,369)</u>	<u>83,281</u>	<u>(50,000)</u>	<u>31,789,448</u>
Total of funds	<u><u>35,708,586</u></u>	<u><u>12,363,367</u></u>	<u><u>(13,965,279)</u></u>	<u><u>-</u></u>	<u><u>(50,000)</u></u>	<u><u>34,056,674</u></u>

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

- General Annual Grant was received from the ESFA towards the academy's activities.
- Other ESFA grants were received to cover the costs of rates, free school meals, pupil premium and sports.
- Local authority grants consist mainly of SEN and early years grants.
- Teaching School grants consist of grants from the National Teaching College for Schools Direct Programme, Maths Hub and the Collaborative Fund.
- The Fixed Asset Fund covers the costs of the charity's fixed assets.

**QUALITY FIRST EDUCATION TRUST**  
(A Company Limited by Guarantee)

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

**17. STATEMENT OF FUNDS (continued)**

**ANALYSIS OF ACADEMIES BY FUND BALANCE**

Fund balances at 31 August 2020 were allocated as follows:

	Total 2020 £	Total 2019 £
Belleville Primary School	1,526,460	1,769,811
Belleville Wix Academy	633,738	479,901
Alton School	251,877	221,994
Churchfields Primary School	(144,849)	(14,460)
Total before fixed asset fund and pension reserve	<u>2,267,226</u>	<u>2,457,246</u>
Restricted fixed asset fund	35,628,448	36,401,340
Pension reserve	(3,839,000)	(3,150,000)
Total	<u><u>34,056,674</u></u>	<u><u>35,708,586</u></u>

**ANALYSIS OF ACADEMIES BY COST**

Expenditure incurred by each academy (excluding depreciation) during the year was as follows:

	Teaching and educational support staff costs £	Other support staff costs £	Educational supplies £	Other costs excluding depreciation £	Total 2020 £	Total 2019 £
Belleville Primary School	3,367,543	703,862	57,631	1,581,306	5,710,342	5,154,918
Belleville Wix Academy	1,423,517	251,949	84,046	491,977	2,251,489	1,936,535
Alton School	1,058,970	358,736	23,948	269,622	1,711,276	1,536,592
Churchfields Primary School	1,949,127	286,410	81,062	468,150	2,784,749	2,506,800
Central costs	398,115	154,147	4,856	94,131	651,249	656,406
	<u>8,197,272</u>	<u>1,755,104</u>	<u>251,543</u>	<u>2,905,186</u>	<u>13,109,105</u>	<u>11,791,251</u>

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 September 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2019 £
General Funds	<u>1,589,517</u>	<u>1,596,917</u>	<u>(729,188)</u>	<u>-</u>	<u>2,457,246</u>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**17. STATEMENT OF FUNDS (continued)**

**Restricted funds**

	Balance at 1 September 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2019 £
General Annual Grant (GAG)	-	8,406,902	(8,406,902)	-	-
Other ESFA grants	-	919,928	(919,928)	-	-
Local authority grants	-	948,654	(948,654)	-	-
Teaching School	104,000	683,065	(787,065)	-	-
Pension reserve	(1,809,000)	-	(612,000)	(729,000)	(3,150,000)
	<u>(1,705,000)</u>	<u>10,958,549</u>	<u>(11,674,549)</u>	<u>(729,000)</u>	<u>(3,150,000)</u>

**Restricted fixed asset funds**

ESFA grant	-	15,980	(15,980)	-	-
Fixed asset fund	37,196,094	-	(794,754)	-	36,401,340
	<u>37,196,094</u>	<u>15,980</u>	<u>(810,734)</u>	<u>-</u>	<u>36,401,340</u>
Total restricted funds	<u>35,491,094</u>	<u>10,974,529</u>	<u>(12,485,283)</u>	<u>(729,000)</u>	<u>33,251,340</u>
Total of funds	<u>37,080,611</u>	<u>12,571,446</u>	<u>(13,214,471)</u>	<u>(729,000)</u>	<u>35,708,586</u>

**18. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	-	35,628,448	35,628,448
Current assets	2,298,995	811,399	-	3,110,394
Creditors due within one year	(31,769)	(811,399)	-	(843,168)
Pension scheme liability	-	(3,839,000)	-	(3,839,000)
	<u>2,267,226</u>	<u>(3,839,000)</u>	<u>35,628,448</u>	<u>34,056,674</u>

**QUALITY FIRST EDUCATION TRUST**  
(A Company Limited by Guarantee)

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

**18. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds	Restricted funds	Restricted fixed asset funds	Total funds
	2019 £	2019 £	2019 £	2019 £
Tangible fixed assets	-	-	36,453,239	36,453,239
Current assets	3,158,658	-	-	3,158,658
Creditors due within one year	(753,311)	-	-	(753,311)
Pension scheme liability	-	(3,150,000)	-	(3,150,000)
	<u>2,405,347</u>	<u>(3,150,000)</u>	<u>36,453,239</u>	<u>35,708,586</u>

**19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2020 £	2019 £
Net expenditure for the year (as per Statement of Financial Activities)	(1,601,912)	(643,025)
<b>Adjustment for:</b>		
Depreciation charges	856,172	794,755
Dividends, interest and rents from investments	(3,062)	(684)
(Increase)/decrease in stocks	892	695
(Increase)/decrease in debtors	343,915	(125,861)
(Decrease)/increase in creditors	89,857	38,307
Capital grants from DfE and other capital income	(97,839)	(15,980)
Defined benefit pension scheme cost less contributions payable	579,000	562,000
Defined benefit pension scheme finance cost	60,000	50,000
<b>Net cash provided by operating activities</b>	<u>227,023</u>	<u>660,207</u>

**20. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2020 £	2019 £
Bank and cash in hand	2,926,440	2,629,897
Total	<u>2,926,440</u>	<u>2,629,897</u>

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

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**21. 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 the London Borough of Wandsworth. Both are Multi-Employer Defined Benefit Pension Schemes.

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

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

**Teachers' Pension Scheme**

**Introduction**

The Teachers' Pension Scheme (TPS) is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

**Valuation of the Teachers' Pension Scheme**

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2016 and the Valuation Report, which was published in March 2019, confirmed that:

- The employer contribution rate for the TPS would increase from 16.4% to 23.6%.
- It will take effect from 1 September 2019.
- The employers are also required to pay a scheme administration levy of 0.08%.
- This results in giving a total employer contribution rate of 23.68%.

The 31 March 2016 Valuation Report was prepared in accordance with the benefits set out in the scheme regulations and under the approach specified in the Directions, as they applied at 5 March 2019. However, the assumptions were considered and set by the Department for Education prior to the ruling in the 'McCloud/Sargeant case'. This case has required the courts to consider cases regarding the implementation of the 2015 reforms to Public Service Pensions including the Teachers' Pensions.

On 27 June 2019 the Supreme Court denied the government permission to appeal the Court of Appeal's judgment that transitional provisions introduced to the reformed pension schemes in 2015 gave rise to unlawful age discrimination. The government is respecting the Court's decision and has said it will engage fully with the Employment Tribunal as well as employer and member representatives to agree how the discriminations will be remedied.

The TPS is subject to a cost cap mechanism which was put in place to protect taxpayers against unforeseen changes in scheme costs. The Chief Secretary to the Treasury, having in 2018 announced that there would be a review of this cost cap mechanism, in January 2019 announced a pause to the cost cap mechanism following the Court of Appeal's ruling in the McCloud/Sargeant case and until there is certainty about the value of pensions to employees from April 2015 onwards.

In view of the above rulings and decisions the assumptions used in the 31 March 2016 Actuarial Valuation may become inappropriate. In this scenario, a valuation prepared in accordance with revised benefits and suitably revised assumptions would yield different results than those contained in the Actuarial Valuation.

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**21. PENSION COMMITMENTS (continued)**

Until a remedy to the discrimination conclusion has been determined by the Employment Tribunal it is not possible to conclude on any financial impact or future changes to the contribution rates of the TPS. Accordingly no provision for any additional past benefit pension costs is included in these financial statements.

The employer's pension costs paid to TPS in the period amounted to £1,354,556 (2019 - £1,090,384).

**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 year ended 31 August 2020 was £596,000 (2019 - £591,000), of which employer's contributions totalled £455,000 (2019 - £452,000) and employees' contributions totalled £141,000 (2019 - £139,000). The agreed contribution rates for future years are 19% for employers and 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.

Principal actuarial assumptions:

	2020	2019
Discount rate for scheme liabilities	1.65 %	1.90 %
Rate of increase in salaries	3.20 %	3.67 %
Rate of increase for pensions in payment / inflation	2.20 %	2.17 %
Inflation assumption (CPI)	2.20 %	2.17 %

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

	2020	2019
Retiring today		
Males	22.05	23.4
Females	24.6	24.8
Retiring in 20 years		
Males	23.58	25.1
Females	26.25	26.7

	At 31 August	At 31 August
	2020	2019
	£000's	£000's
<b>Sensitivity analysis - effect on present value of total obligations</b>		
Discount rate +0.1%	(276)	(261)
Discount rate -0.1%	292	269
Mortality assumption - 1 year increase	292	325
Mortality assumption - 1 year decrease	278	(315)
CPI rate +0.1%	284	105
CPI rate -0.1%	(278)	(118)

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**21. PENSION COMMITMENTS (continued)**

The academy's share of the assets in the scheme was:

	Fair value at 31 August 2020 £	Fair value at 31 August 2019 £
Equities	4,558,000	4,398,000
Gilts	221,000	169,000
Corporate bonds	943,000	754,000
Property	569,000	322,000
Cash and other liquid assets	331,000	75,000
Multi-asset funds	776,000	745,000
Other	-	142,000
Total market value of assets	<u>7,398,000</u>	<u>6,605,000</u>

The actual return on scheme assets was £105,000 (2019 - £473,000).

The amounts recognised in the Statement of Financial Activities incorporating Income and Expenditure Account are as follows:

	2020 £	2019 £
Current service cost	(1,034,000)	(851,000)
Past service cost	-	(163,000)
Total	<u>(1,034,000)</u>	<u>(1,014,000)</u>

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

	2020 £	2019 £
Opening defined benefit obligation	9,755,000	7,152,000
Transferred in on existing academies joining the trust	-	43,000
Current service cost	1,034,000	851,000
Interest cost	184,000	196,000
Employee contributions	141,000	139,000
Change in assumptions	155,000	1,202,000
Estimated benefits paid plus unfunded net of transfers in	(32,000)	9,000
Past service cost	-	163,000
Closing defined benefit obligation	<u>11,237,000</u>	<u>9,755,000</u>



**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**21. PENSION COMMITMENTS (continued)**

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

	2020 £	2019 £
Opening fair value of scheme assets	6,605,000	5,343,000
Transferred in on existing academies joining the trust	-	43,000
Interest on assets	130,000	152,000
Return on assets less interest	105,000	473,000
Employer contributions	455,000	452,000
Employee contributions	141,000	139,000
Estimated benefits paid plus unfunded net of transfers in	(32,000)	9,000
Administration expenses	(6,000)	(6,000)
	<u>7,398,000</u>	<u>6,605,000</u>

**22. MEMBERS' LIABILITY**

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

**23. RELATED PARTY TRANSACTIONS**

Owing to the nature of the academy trust and the composition of the Governing Body being drawn from local public and private sector organisations, transactions may take place with organisations in which the academy has an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH and with the trust's financial regulations and normal procurement procedures relating to connected and related party transactions.

The charity employs the wife and daughter of the Executive Head Teacher, John Grove, who is also a trustee. They earned £61,624 (2019 £58,787) and £30,480 (2019 - £21,681) respectively.

Karen Parkinson, a trustee has a book business which sold books worth £300 (2019 - £252) to the school in the year. No amounts were owing or owed at the year-end.

No other related party transactions took place in the period of account, other than certain trustees' remuneration and expenses already disclosed in note 11.

**24. ANALYSIS OF CHANGES IN NET DEBT**

	At 1 September 2019 £	Cash flows £	Other non-cash changes £	At 31 August 2020 £
Cash and bank	2,629,897	296,543	-	2,926,440
	<u>2,629,897</u>	<u>296,543</u>	<u>-</u>	<u>2,926,440</u>

**QUALITY FIRST EDUCATION TRUST**  
**(A Company Limited by Guarantee)**

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

**25. TEACHING SCHOOL TRADING ACCOUNT**

	2020 £	2020 £	2019 £	2019 £
<b>INCOME</b>				
<b>DIRECT INCOME</b>				
Grants from National Teaching College	685,017		683,065	
<b>OTHER INCOME</b>				
Other contracts	-		113,759	
<b>TOTAL INCOME</b>		685,017		796,824
<b>EXPENDITURE</b>				
<b>DIRECT EXPENDITURE</b>				
Other direct costs	625,372		787,065	
<b>OTHER EXPENDITURE</b>				
Allocation of overheads	-		126,565	
<b>TOTAL EXPENDITURE</b>		625,372		913,630
<b>SURPLUS / (DEFICIT) FROM ALL SOURCES</b>		59,645		(116,806)
<b>TEACHING SCHOOL BALANCES AT 1 SEPTEMBER 2019</b>		(116,806)		-
<b>TEACHING SCHOOL BALANCES AT 31 AUGUST 2020</b>		(57,161)		(116,806)