

Company registration number 07988540 (England and Wales)

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY
(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2024

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

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WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

REFERENCE AND ADMINISTRATIVE DETAILS

Members

J Hayes
J Ekiert
S Morrison
J Tackley

Trustees

L Claxton (Staff) (Resigned 11 October 2024)
J Ekiert (Chair)
S Fawcett (Staff) (Resigned 11 October 2024)
K Firth
K Fuller
L Hall (Staff)
J Hayes
P Hurworth (Appointed 1 June 2024)
Z Rayner (Resigned 11 October 2024)
S Simms (Appointed 1 June 2024)
C Turner (Resigned 1 June 2024)
H Wright (Resigned 11 October 2024)

Senior Managers

- Headteacher
- Deputy Headteacher
- Deputy Headteacher

L Hall
V Litchfield
R Pritchard

Senior Leadership Team

- HoD Lower School
- HoD Upper School
- DSL/Behaviour Lead
- Inclusion Co-ordinator
- Family Support Worker
- School Business Manager

V Litchfield
J Wild
R Pritchard
L Claxton
A Linnell
S Kavanagh

Company secretary

S Kavanagh

Company registration number

07988540 (England and Wales)

Registered office

Pryor Way
Letchworth Garden City
Hertfordshire
SG6 2PG
United Kingdom

Independent auditor

Azets Audit Services
Westpoint
Lynch Wood
Peterborough
Cambridgeshire
PE2 6FZ
United Kingdom

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

Lloyds TSB plc
4 Station Road
Letchworth Garden City
Hertfordshire
SG6 3BH

Surveyors

Wilby & Burnett
Provident House
123 Ashdon Road
Essex
CB10 2AJ

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2024

The trustees present their annual report together with the financial statement and auditors' report of the charitable company for the period 1 September 2023 to 31 August 2024. The annual report serves the purposes of both a trustees' report and a directors' report under company law.

The trust operates an academy for Special Needs pupils aged 4 to 11 serving a catchment area of North Hertfordshire and Stevenage and also the surrounding counties of Bedfordshire and Cambridgeshire. The school is funded for 125 pupil capacity. In the January 2023 census the school had 125 children on roll.

The Academy Trust's principal object and activity has been to maintain, manage and develop a school organised to make educational provision for pupils with Special Educational Needs including Learning Difficulties (LD), Autism Spectrum Disorder (ASD), Speech Language & Communication Needs (SLCN) & a variety of syndromes. Our vision is for everyone, pupils and staff, to reach their potential and to encourage the highest aspirations in all. We aim to "Live, Laugh and Learn Together."

Structure, Governance and Management

a. 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 Woolgrove School, Special Needs Academy are also the directors of the Charitable Company for the purposes of company law. Details of the Trustees who served during the Period are included in the Reference and Administrative Details on page 1. The Charitable Company is known as Woolgrove School, Special Needs Academy.

b. 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.

c. Trustees' Indemnities

The Academy Trust maintains Governors' and officers' liability insurance which gives appropriate cover for any legal action brought against its Governors. The Academy Trust has also granted indemnities to each of its Governors and other officers to the extent permitted by law. Qualifying third party indemnity provisions (as defined by section 234 of the Companies Act 2006) were in force during the period and remain in force, in relation to certain losses and liabilities which the Governors or other officers may incur to third parties in the course of acting as Governors or officers of the Academy Trust.

Details of the insurance cover are provided in the financial statements.

d. Method of Recruitment and Appointment or Election of Trustees

Members of the Governing Body are either elected or appointed. Confidential ballot elections are held and overseen by the Company Secretary. Nominations for Staff Governors are taken from within the school. Nominations for Community Governors are welcomed from existing members of the Board. Nominations for Parent Governors are welcomed from existing parents or guardians within the school. The Chair and Head teacher are in a position to recommend appointments directly to the Board.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

The Instrument of Government provides for a Governing Body consisting of:

- 1 Head teacher
- 4 Parent Governors
- 2 Staff Governors
- 1 Local Authority Governor
- 8 Community Governors
- 3 Co-opted Governors

e. Policies and Procedures Adopted for the Induction and Training of Trustees

The training and induction provided for new governors depends on their previous experience. All new members are provided with induction pack detailing information relating specifically to the Academy, including previous minutes, policies, details of staffing and future plans. Formal induction training is provided by Herts Governance. The Academy subscribes to Herts Governance and further continuous training on educational, legal and financial matters is offered to all members.

f. Organisational Structure

The structure of the Academy consists of three senior levels: the Academy Trust (Member Governors), the Board of Governors and the Senior Leadership Team. An aim of the management structure is to distribute responsibility and encourage involvement in decision making at all levels.

The Governing Body is responsible for setting general policy, adopting an annual plan and budget monitoring of the Academy. It can make major decisions regarding the direction of the Academy, capital expenditure and senior staff appointments.

The Academy Trust Member Governors consist of a maximum of six members of the Governing Body, normally consisting of the Chair, Vice-Chair and Committee Chairs. They are nominated and appointed by the Governing Body. For the year to 31st August 2023 the Member Governors were Julian Ekiert, John Hayes, Janet Tackley and Sonia Morrison. They control the Academy at an executive level, implementing the policies laid down by the Governing Body

Chair of the Personnel & Parental Support Committee and Vice Chair - Kate Firth
Chair of the Curriculum & Quality Committee - Stephen Simms
Chair of the Finance, Remuneration, Audit & Premises Committee Chair - Julian Ekiert

The Senior Leadership Team for the year to 31st August 2024 has included the Head teacher, Deputy Heads, Heads of the EYFS/Semi Formal 1 and Semi-Formal 2/Formal Departments, Designated Safeguarding Lead/Behaviour Lead, Inclusion Co-ordinator, the Family Support Worker and the Academy's Business Manager. The Senior Leadership Team is responsible for the day to day operation of the Academy, in particular organising the teaching staff, facilities and pupils. The Head teacher is the accounting officer for the Academy responsible for the financial position of the school delegated on a day to day basis to the Academy Business Manager. Spending is delegated to individual budget holders and the school's schedule of financial delegation details the cheque signatories required and the limits above which a second signature is needed.

g. Arrangements for setting pay and remuneration of key management personnel

The Head teacher and Deputy Heads are paid in line with the Leadership Scale outlined in the teachers' pay and conditions document. The trustees have the power to set the salary range based on these scales. The headteacher's salary is agreed each year by the Finance & Remuneration Committee following a performance management review carried out in conjunction with the SEA (School Effectiveness Adviser), the teachers on the Senior Leadership Team are paid an additional TLR point to reward the additional responsibilities of the role. All salaries are reviewed annually following performance management reviews.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

h. Trade Union Facility Time

During the 2023/24 year Woolgrove had no members of staff who act as trade union official employed within the school.

i. Related Parties and other Connected Charities and Organisations

Woolgrove School, Special Needs Academy (Charity Number EW19796) works alongside "FOW -Friends of Woolgrove" (Charity Number 1198782) to raise funds for the benefit of pupils and support their wider education. They also raise funds to enhance the pupils' environment and experiences. FOW have a strong committee who meet regularly and run events to raise money. These include Christmas and Summer Fairs, raffles, discos and Easter Egg Hunt. The FOW committee has grown in numbers and the events are well supported by the school community.

In addition to events the FOW had several donations from parents/ carers and members of the local community which assisted in raising more funds. The school received donations from the Letchworth Civic Trust and the Letchworth Heritage Foundation. Happy Days have also supported the school enabling the whole school to go on a trip to Woburn Safari Park and having M&M Productions coming to the school to put on a production. FOW were lucky to receive another donation from Richard Barr, a regular supporter of the school, who competed in Penny Farthing World Championship Hill Climb Time Trial in Eastbourne for a number of charities. The school also received a donation from Andy Greenwood, Healthcare Partner, Appointed Representative of WPA Healthcare Practice Plc.

Objectives and Activities

a. Objects and aims

In consultation with pupils, staff, governors and parents/carers Woolgrove School's vision and aims were updated this year and are:

- To provide a caring, nurturing and supportive environment where individuality is valued and all children reach their full potential.

Working in partnership with families we put children's needs at the centre of everything we do to provide a personalised and ambitious learning experience. We:

- Provide a **safe**, nurturing and stimulating environment for every child.
- Support and **celebrate** every child and their abilities.
- Prepare every child with the essential **skills** for future life.
- Develop every child's interaction and **communication** skills.
- Create a welcoming community that offers support, advice and **learning**.

Woolgrove pupils would like adults to:

- "Listen, talk, teach and show children how to do things" - Green Class
- "Make our learning fun and exciting" - Cube Class
- "Help us to be "Happy, safe and behave well" - Blue and Yellow Class

The school's motto is "Live, Laugh and Learn" and for children to have the skills to live an enriched life, laugh together and learn confidently.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

b. Objectives, Strategies and Activities

Woolgrove is a thriving, energetic, family orientated learning environment. Our pupils' achievements are remarkable in so many different ways that parents, visitors and colleagues make comment. The school's happy and flourishing context is created by the dedicated staff who work as a thoughtful, caring team supporting each other to provide the best education for our pupils. Pupils in turn behave well because they understand the clear rules and boundaries which are put in place to keep everyone safe and achieving.

c. Public Benefit

The Trustees have complied with their duty to have due regard to the guidance on public benefit issued by the Charity Commission in exercising their powers and duties.

Woolgrove School is an Academy converter catering for children aged 4 to 11 and strives to promote and support the advancement of education within the Hertfordshire area.

The school provides an extensive programme of educational and recreational activities to develop the children's experiences such as regular swimming lessons at the local leisure centres as well as trips out to the local area including parks, shops, places of worship and libraries.

The school works with the North Herts Schools Sports Partnership engaging in sporting events throughout the year. North Herts Sports Partnership have delivered sessions with the pupils on cycling at school and all the Year 6 pupils went to Stanborough Lakes and carried out some water sports activities. Woolgrove School will continue to work with the North Herts Schools Sports Partnership.

The formal Year 6 pupils went away for a residential week to Wymondley Woods and enjoyed a number of activities. The semi formal and pre formal Year 6 pupils enjoyed an activity week which was non-residential with daily activities which were both on the school site and also off site. This was financially supported by the Letchworth Civic Trust and Hertfordshire Educational Foundation.

Staff and pupils engage in a number of charity days to raise money for others for example, Children In Need, Wear Pink for Breast Cancer and Comic Relief. Wherever possible the school also aims to contribute to the benefit of the wider public, by making available the premises to third parties for the provision of educational and other opportunities.

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The Trustees believe that the Academy Trust's aims, together with the activities outlined above, are demonstrably to the public benefit.

Achievements and Performance 2023-2024

This year we continued to use our assessment which is based on the Birth to Five Ranges, Early Years Outcomes and the National Curriculum. All children follow the same assessment system. We continued using personalised targets across the school. All children were put into a Progress Group identifying how much progress was expected across the year. There were 5 Progress Groups, with 1 relating to the children who we expected to make 5-10% progress, Group 2 to make 10-25%, Group 3 25-50%, Group 4 50-100% and Group 5 over 100%.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

Early Years Foundation Stage (EYFS) – Reception age pupils (9 children)

- 22% of the children were girls (2 children) and 78% boys (7 children)
- 22% were Pupil Premium
- 78% of the children had a diagnosis of an ASC
- 0% were Black or Ethnic Minority and 0% had English as an additional language
- The children's baselines identified that 56% were working within Range 1 across all subjects and 44% were working within Range 1 to 4 across all areas.
- Attainment in July 2024 showed that 22% were working within Range 1 for one areas of the curriculum (Listening and Attention) 100% were working within Range 1 or above. 33% were working at Range 2, 45% were working between Ranges 3-5

% met or exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Alliteration	Body percussion	Environment sounds	Instrument sounds	Blending and segmenting	Rhythm and rhyme	Voice sounds	Maths core	Pattern	Shape	Position and Direction	Measures
EYFS	100	89	100	100	100	100	100	67	66	55	100	50 (2)	44	66	100	100	100	100	100
ASD	100	86	100	100	100	100	100	72	86	72	100	50 (2)	42	72	100	100	100	100	100
PP	100	100	100	100	100	100	100	100	50	100	100	50 (2)	100	100	100	100	100	100	100

Strengths

- Composition
- Handwriting
- Comprehension
- Speaking and Listening
- Maths

Areas of Development

- Level 1 phonics

Whole School (114 children) NOT including EYFS Reception age pupils

- 80% of the children were boys
- 20% of the children were girls
- 39% were Pupil Premium
- 69% of the children had a diagnosis of an ASD
- 5% of the children had a diagnosis of Down's Syndrome
- 26% were Black or Ethnic Minority and 11% were EAL
- 8% were non subject specific learners (Children with Severe Learning Difficulties)

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

% met or exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Alliteration	Body percussion	Environment sounds	Instrument sounds	Blending and segmenting	Rhythm and rhyme	Voice sounds	Maths core	Pattern	Shape	Position and Direction	Measures
Blue	Unable to report as there was only one child in Blue who was not EYFS, their data has been included in the overview of the school																		
Red	100	100	88 (9)	100	90	100 (1)	90	30	10	50	40	10	0	0	90	100	100	90	0
Yellow	90	80	80	70	80	80	90								90	90	100	80	80
Green	100	100	77	100	55	100	100	77	77	100 (4)	86	88	30	86	100	100	100	100	44
Purple	100	86	100	100	86	100	100	100	100	100	100	72	100	100	100	100	100	100	100
Triangle	100	100	91	100	91	100	100	100	100	100	100	100	82	100	100	91	91	100	100
Sphere	100	100	67	78	78	89	78	100	100	83	38	38	71	66	66	66	66	66	77
Cube	100	100	70	100	90	100	100								100	100	100	100	100
Cone	81	81	63	100	100	54	10	81							81	100	100	91	54
Pyramid	84	92	92	84	62	84	100	100	100	100	100	100	100	100	92	100	62	62	76
Hexagon	100	100	73	100	100	82	91								100	100	100	100	81
Star	100	100	75	100	100	91	83								100	100	100	100	91
Percentage	93	91	74	94	82	81	92	63	65	41	44	52	39	41	94	96	92	91	72

Strengths

- Maths Core
- Pattern
- Shape
- Position and direction
- Comprehension
- Handwriting
- Speaking
- Listening, Attention and Understanding

Areas of Development

- Phonics writing
- Phonics Level 1
- Measures

Key Stage 1 (27 children)

- 82% of the children were boys
- 18% of the children were girls
- 33% were Pupil Premium
- 64% of the children had a diagnosis of an ASD
- 0% of the children had a diagnosis of Down's Syndrome
- 11% were Black or Ethnic Minority and 4% were EAL
- 4% were non subject specific learners

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

% met or exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Maths core	Pattern	Shape	Position and Direction	Measures
KS1	93	88	78	88	67	63	88	88	93	96	88	67
BEM	100	100	67	100	67	33	100	33	100	100	33	33
ASD	66	78	78	72	78	72	55	66	83	72	55	38
PP	100	100	72	58	72	86	72	72	86	100	58	58

End of KS1 Year 2 (13 children)

- 85% of the children were boys
- 15% of the children were girls
- 38% were Pupil Premium
- 62% of the children had a diagnosis of an ASC
- 0% of the children had a diagnosis of Down's Syndrome
- 0% were Black or Ethnic Minority and 0% were EAL
- 23% were non subject specific learners

% met or exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Maths core	Pattern	Shape	Position and Direction	Measures
Year 2	100	92	84	84	69	76	92	92	92	100	92	84
ASD	75	75	75	88	75	100	38	88	75	63	63	25
PP	100	100	60	60	60	100	60	80	80	100	60	40

Strengths

- Pattern
- Shape
- Listening

Areas of Development

- Measures
- Composition
- Phonics

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Key Stage 2 (88 children)

- 81% of the children were boys
- 19% of the children were girls
- 41% were Pupil Premium
- 64% of the children had a diagnosis of an ASD
- 31% were Black or Ethnic Minority and 17% had English as an additional language
- 8% were non subject specific learners

% Met or Exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Maths core	Pattern	Shape	Position and Direction	Measures
KS2	93	94	74	86	85	73	70	89	83	76	89	68
BEM	74	67	52	81	81	59	67	81	63	78	93	22
ASD	77	75	66	82	75	77	77	80	75	84	80	13
PP	81	78	61	92	81	88	72	75	78	75	81	16

End of KS2 Year 6 (30 children)

- 80% of the children were boys
- 20% of the children were girls
- 50% were Pupil Premium
- 70% of the children had a diagnosis of an ASD
- 23% were Black or Ethnic Minority and 10% were EAL
- 13% were non subject specific learners

% met or exceeded target

	Listening	Speaking	Phonics Writing and Spelling	Comprehension	Phonics Reading	Composition	Handwriting	Maths core	Pattern	Shape	Position and Direction	Measures
Year 6	86	90	83	80	73	66	86	80	90	73	73	66
BEM	66	33	66	100	66	33	33	33	100	66	100	0
ASD	76	71	71	81	76	66	76	81	86	86	81	5
PP	67	67	73	87	73	73	67	60	100	73	67	6

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Strengths

- Speaking and Listening
- Maths Core

Areas of Development

- Measures
- Handwriting
- Composition
- Phonics

Issues that have arisen this year, which have impacted on progress

- New assessment recording system. Transitioned from using Classroom Monitor to Solar

Areas to improve next year

- Baselines – some Baselines were inaccurate.
- Target setting – Some targets were not ambitious enough.
- Phonics – focusing on the Level 1 skills across the school.
- Maths Supplementary – Measures, focusing on vocabulary building
- Composition
- Handwriting for Key Stage 2

Key Performance Indicators

The Governors consider that the following are key performance indicators for the Academy Trust:

- The ESFA funded 125 places at Woolgrove
- In August 2023 there were ten out of county children on roll.
- The percentage of income spent on staffing in 2022/23 was 86%. The Trustees are aware that this is high but, as a special school, it is felt to be justified for the support and safekeeping of the children.
- Woolgrove School has a waiting list and it is known that there is high demand for places at Special Schools within Hertfordshire and nationally.
- Woolgrove received an Ofsted rating of 'Good' in November 2022. *"Pupils, parents and staff all agree that Woolgrove is a school where everyone 'lives, laughs and learns together'. Pupils thrive in this school. They are extremely happy, feel safe and thoroughly enjoy their learning."* OFSTED – 2022

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.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Financial Review

Most of the Academy's recurrent income is obtained from the EFA in the form of grants i.e. School Budget Share. The Academy also receives funding from the LA in the form of top up funding in relation to the additional specific needs of its pupils. From April 2017 the Outreach funding has been divided throughout a number of special schools overseen by the local DSPL (Delivering Special Provision Locally). Woolgrove School has continued to deliver the Outreach Work for North Herts DSPL1. Woolgrove School has also been awarded the Outreach work for DSPL5 which covers Hatfield and Welwyn Garden City due to the DSPL not having a school in the area which was prepared to carry out the work. Woolgrove School also works with Greenside School in a private agreement to share the provision of Outreach for the Stevenage Area DSPL2. These service level agreements are in place up to August 2027 with both Greenside and the Local Authority. Payments are reviewed annually at the end of each March.

Woolgrove School applied for a CIF bid which were for the third phase of the roof. The application was unsuccessful. In the previous year the School had been successful in the application for new security gates. These were installed and have made the site significantly more secure. The Academy is looking to submit a bid in the next academic year for the third phase of the roof again noting the feedback which was uploaded from the EFA

Reserves Policy

The level of reserves will be determined by governors annually and can fluctuate depending on operational needs but the Governors have determined that the Academy should aim to have a minimum of two month's salary costs (currently £500,000) held in reserves. This is to provide sufficient reserves to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance.

Investment Policy and Powers

The Governing Body have the power to allocate reserves for investment. They would act upon advice provided by the Academy Accountants and Academy Banking Advisor. In all respects the Academy would aim to invest in ethical companies and would not wish to invest in products which could in any way cause harm to children.

The Governing Body has reviewed the possibility of investment and will consider this annually.

Principal Risks and Uncertainties

The new modular building has now been installed and two classes have been relocated to the new building. The building also allows the school to benefit from an additional multi-purpose room. This has enabled the school to host events for parents and carers and events for other professionals as well as for use by the pupils.

Due to the changing nature of our pupils the security of the whole school site is continuing to be an issue. As a result, we had security gates installed to improve security of the site. The outstanding part of the roof remains a concern as it continues to deteriorate. Small leaks are being managed by the onsite premises team however there is a risk of partial school closure if the leaks continue. The academy is resubmitting a CIF bid to obtain funding for the remaining sections. The main kitchen, where pupils and staff lunches are served from, is in need of refurbishment. This year the school had 38% of pupils on free school meals which highlight the importance of the kitchen within the school.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

The school has a risk register which is reviewed by the Governing Body. Woolgrove School also works with Wilby and Burnett to identify areas of the school which need development or repair. Wilby and Burnett also manage a maintenance schedule for statutory tests and maintenance which need to be carried out. Jonas Carter who are appointed by Hertfordshire County Council attend the site once a year to inspect the school premises and all the necessary paperwork. All areas of the school's physical environment are reviewed during Finance, Premises and Audit committee meetings and feedback given to Governors at their regular meetings.

The school reduced its funded number to 116 in September 2022 but has worked with the Local Authority to increase back to 125. This was enabled by HCC providing a new modular building to replace a mobile building which was no longer suitable for teaching. The new building was opened

During the year the school IT has been significantly upgraded to ensure that the school remains compliant with IT / Cyber security regulations. The school has also invested money in LED lighting and new interactive whiteboards for the classrooms. The school has also upgraded the WIFI solution, sever and made other significant investments in the IT infrastructure. The school has also purchased a new assessment system and devices to enable the pupil progress is tracked and monitored as the previous system was time consuming and did not provide the reports which we required.

The school previous auditors have decided to move out of the education sector. This resulted in the school tendering for a new auditor and the appointment of Azets.

Plans for Future Periods

Needs-Led Funding System

Herts Local Authority are currently conducting a review of special school and ESC provision across Hertfordshire in order to deliver a needs-led funding system. They are aiming to develop a needs-led funding system that enables learners to be supported in the most appropriate local provision with the provision of the appropriate resources to meet the needs of the learner. They are committed to implementing a new system by April 2025 so this may have financial implications for the school in the future.

Curriculum

- To ensure that a broad and balanced curriculum is being offered across all pathways.
- To update SKOs/planning as necessary

Maths

- To analyse the implementation of the maths curriculum to ensure units have fair coverage and good/outstanding progress is achieved.
- To effectively use the new assessment system to be able to analyse progress in specific groups and efficiently capture evidence.
- To develop staff confidence in selecting and using to most appropriate manipulatives or scaffolds for a range of concepts.

Assessment

- To implement the baseline guidance to ensure accurate baselines for all children
- To continue to implement the revised PTS system and change if necessary
- To continue to implement system for EHCP process for IPMs, Display targets and Pupils views / All about me booklets
- To ensure consistency in assessments across the school
- To continue to implement the new assessment system, Solar
- To support all staff to record evidence electronically and for this to be shared with parents

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Communication

- To develop staff skills to meet the needs of the Gestalt Language Processors.
- To increase signing skills, use of core boards and personalised communication boards across the school and at home.
- To continue deliver training in cued articulation, WOPS, making and using communication books, the effective use of communicate in print and using talkers/ AAC devices.
- To develop strategies to increase attention and listening skills for all children and increase staff knowledge of different approaches.
- To support teachers and purchase resources to continue to develop exciting activities and opportunities to develop language

Literacy

- To continue to promote and support the effective teaching of reading, phonics and spellings across school
- To ensure a consistent approach to handwriting/mark making throughout the school and to improve handwriting and mark making across all subjects
- To effectively use the new assessment system to analyse progress of all pupils in literacy, developing actions to raise attainment.
- To raise staff knowledge and confidence when using ICT to support pupils' literacy skills.

Understanding the World

- To continue to monitor planning and assessment of UW to ensure coverage and consistency across pathways.
- Embed the new assessment system across the school and work with staff to identify and resolve any difficulties to create a system that works for everyone
- To develop our existing resources list to include ideas for activities, links to topics and a bank of potential trips. Make sure resources are more accessible.
- Hold an 'outdoor learning day' to raise the profile of outdoor spaces around school and their value in supporting children's learning

Life Skills (inc. RSE, PSED)

- To continue to develop staff confidence in the setting of life skills homework
- To continue to monitor the evidence to ensure it shows the skill that is being learnt rather than the outcome
- To continue to monitor the evidence to ensure it shows the skill that is being learnt rather than the outcome.
- RSE - To raise awareness of different family units – LGBTQI+
- To consolidate the new approach to teaching and learning about puberty across the school.

Down's Syndrome

To increase the subject knowledge of staff to enhance their confidence and ability to appropriately address the needs of children with Down's Syndrome including See & Learn resources/weekly creative club.

Computing and Technology

- Ensure all T&L is at least good
- Ensure that Computing equipment across the school is maintained in good order and updated as required in order the deliver the curriculum
- Ensure technology is adequate for new assessment system and support all staff
- Ensure all adults complete self-audit and receive appropriate training.
- Ensure E-Safety is covered at least once per half in all classes.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Expressive Arts and Design

- To continue to raise the profile of EAD across the school e.g. displays, RAH trip
- To ensure that the National Plan for Music requirements are met within the limitations of timetabling and budget
- 2 teachers to start the 2 year Teacher-Artist Exchange (funded by LHF) to develop in-house art expertise (Sept 24)
- To ensure that staff have the confidence to plan and deliver the Art curriculum

Outreach

- Deliver the required number of commissioned sessions for DSPL 1 and 5, keeping DSPL1 & 5 management groups updated through regular meetings
- Work in partnership with Greenside School to jointly provide outreach to DSPL 2
- Ensure staff knowledge and expertise is up-to-date relating to SEND for Nursery to secondary pupils
- Implement systems and procedures in-line with Local Authority requirements
- Continue to ensure outreach runs an efficient, high-quality service

Leadership and Management

- Revisit the vision and values of the school with staff and stakeholders.
- Increase the liaison between governors and subject leads
- Ensure that we have a full complement of governors, members and trustees
- Appointment of external clerk for full governors' meetings
- Induction and support the new member of SLT, the INCo.
- Continue to develop middle leaders through supportive roles e.g. ECT induction tutors/mentors

To work in partnership with:

- Special School and Alternative Provision Heads (SAP). Woolgrove head teacher = vice chair of SAP from Sept 2023 and chair from Sept 2025
- HfL on a range of issues incl. committees linked to LA SEND area Ofsted improvement plan, needs led funding and Outreach
- Parents/carers: curriculum evenings, behaviour solution circles, coffee mornings, FoW (Friends of Woolgrove)
- Other special schools – within Herts and Eastern region
- Letchworth Heritage Foundation (LHF) Cultural Programme
- DSPL 1, 2 and 5 – Woolgrove staff to support with /deliver area training to mainstream schools through outreach and main school
- The Valley School for secondary transition
- North Herts Schools Sports Partnership
- Local community – Letchworth Heritage Foundation Letchworth Partnership, Jackman's, Letchworth mainstream heads
- Other external agencies/professionals including HCC, HfL, SEA, CAT team, advisory teachers, EP, SALT etc
- Federation of Leaders in Special Education (FLSE) – head teacher is Herts representative on executive committee

Premises

- Resubmit CIF roof bid

Autism/ADHD/Sensory

- To provide a personalised curriculum for pupils with Autism and Autistic tendencies to address their barriers to learning and increase their social, emotional and mental health wellbeing.
- To increase the subject knowledge of staff to enhance their confidence and ability to appropriately address the needs of children with Autism and ADHD and to provide training for staff.e.g.sensory integration

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

Physical Development

- Key indicator 1: To promote the engagement of all pupils in regular physical activity
- Key indicator 2: The profile of PESSPA being raised across the school as a tool for whole school improvement
- Key indicator 3: Increased confidence, knowledge and skills of all staff in teaching PE and sport
- Key indicator 4: Broader experience of a range of sports and activities offered to all pupils
- **Key indicator 5:** Increased participation in competitive sport

Wellbeing

- To promote and implement wellbeing for all staff at all levels
- Liaise with Mental Health Link Governor on a regular basis to monitor and review provision/impact
- To liaise and engage with mental health support teams e.g. MHST and SEMH and special schools network
- To ensure and monitor the use of Therapeutic thinking tools for supporting behaviour to identify and share strategies to support positive behaviour and mental well-being in specific pupils in line with Herts Steps
- To develop and implement the Woolgrove Positive behaviour curriculum
- Work with professionals to provide mindfulness sessions/opportunities for Woolgrove pupils

Fundraising

Woolgrove School, Special Needs Academy (Charity Number EW19796) works alongside "FOW - Friends of Woolgrove" to raise funds for the benefit of pupils and support their wider education. They also raise funds to enhance the pupils' environment and experiences. This year the FOW provided leaving gifts for the children in Year 6 as well as gifts for all of the children in the school which Father Christmas delivered. Raffles were held at Christmas and summer and these were both supported well by the members of the school community. The school also had a number of dress up / dress down days which were enjoyed by the children and staff.

Throughout the year the Academy also holds several fundraising days to support national charities which this year have included Sports Relief and Children in Need.

The Trustees of Woolgrove School, Special Needs Academy are committed to high standards in all fundraising on behalf of the school. They aim to be respectful and maintain the privacy of all donors. Resources will be managed responsibly with consideration for the impact on donors, supporters and the wider public. No pupil will be disadvantaged by an inability to contribute to an event or activity.

Auditor

Insofar as the trustees are aware:

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

Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the Company Directors, on 5.12.2024..... and signed on the board's behalf by:



Julian Ekiert

Chair

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

GOVERNANCE STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2024

Scope of responsibility

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

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

Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The board of trustees has formally met 5 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustees	Meetings attended	Out of possible
L Claxton (Staff) (Resigned 11 October 2024)	3	5
J Ekiert (Chair)	5	5
S Fawcett (Staff) (Resigned 11 October 2024)	5	5
K Firth	5	5
K Fuller	4	5
L Hall (Staff)	5	5
J Hayes	5	5
P Hurworth (Appointed 1 June 2024)	5	5
Z Rayner (Resigned 11 October 2024)	3	5
S Simms (Appointed 1 June 2024)	5	5
C Turner (Resigned 1 June 2024)	2	5
H Wright (Resigned 11 October 2024)	4	4

Conflicts of interest

All Governors are required to declare any conflicts of interest at the start of every academic year. In addition, Governors are asked at the start of every meeting if there any conflicts of interest and asked to notify the clerk as soon as they become aware of a conflict. Any conflict which arises the Governor will be asked to leave the meeting and the minutes recorded as Part Two minutes and not fully published.

Governance reviews

The Academy has requested a review of the governance routines as part of the internal audit work for the academic year 24/25. The outcome of this work will be reported in next year's governance statement.

Review of value for money

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

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

As accounting officer the headteacher of Woolgrove School Special Needs Academy 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 social outcomes achieved in return for the taxpayer resources received. The accounting officer considers how the 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 available.

Woolgrove School also works with Wilby and Burnett to identify areas of the school which need development or repair. Wilby and Burnett also manage a maintenance schedule for statutory tests and maintenance which need to be carried out. Jonas Carter who are appointed by Hertfordshire County Council attend the site once a year to inspect the school premises and all the necessary paperwork. All areas of the school's physical environment are reviewed during Finance, Premises and Audit committee meetings and feedback given to Governors at their regular meetings.

The Governing Body is accountable for the way in which the school's resources are allocated to meet the objectives set out in our School Development Plan. The Governing Body approve the annual budget and receive and approve the external auditors' management report and take action on any recommendations made by them following the annual audit. The finance Committee meets termly to review the budget monitoring reports and to approve larger expenditure items and compliance with the academy's statement of internal financial control. Recommendations will be put to the termly Governing Body Meeting. Contracts are regularly reviewed to ensure best value.

The Academy carefully monitors pupil's progress to ensure resources are targeted appropriately and pupil premium expenditure is assessed to show effectiveness in improving the attainment of students on Free School Meals and Looked After Children. Resources are directed where they are most needed and most effective in meeting education requirements. Resources have been targeted to provide individual support to pupils with language difficulties, specific learning difficulties and in need of sensory support.

The Academy will continue to monitor the impact of changes to Special Educational Needs funding and to maintain pupil numbers to secure annual funding.

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Woolgrove School, Special Needs Academy for the period 1 April 2023 to 31 August 2024 and up to the date of approval of the annual report and accounts.

Capacity to handle risk

The board of trustees has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal on-going process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 April 2023 to 31 August 2024 and up to the date of approval of the annual report and accounts. This process is regularly reviewed by the board of trustees. Contracts are regularly reviewed to ensure best value.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

The risk and control framework

The Academy Trust's system of internal 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 committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- Clearly defined purchasing (asset purchase or capital investment) guidelines;
- Delegation of authority and segregation of duties;
- Identification and management of risks.

The Trustees have reappointed Julian Ekiert as Chair of the Finance Committee.

The board of trustees has decided:

- to buy in an internal audit service from HCC.

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

- Year-end routine
- Risk Register review.

On an annual basis, the reviewer reports to the board of trustees through the audit and risk committee on the operation of the systems of control and on the discharge of the financial responsibilities of the board of trustees. On an annual basis, the reviewer prepares a summary report to the committee outlining the areas reviewed, key findings, recommendations and conclusions to help the committee consider actions and assess year on year progress.

The reports above were delivered as expected in the academic year 23/24.

Review of effectiveness

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

- the work of the internal reviewer;
- the financial management and governance self-assessment process or the school resource management self-assessment tool;
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework;
- the work of the external auditor
- correspondence from ESFA, eg financial notice to improve/notice to improve (FNtl/Ntl) and 'minded to' letters.

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

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

Conclusion

Based on the advice of the audit and risk committee and the accounting officer, the board of trustees is of the opinion that the academy trust has an adequate and effective framework for governance, risk management and control.

Approved by order of the board of trustees on 5.12.2024 and signed on its behalf by:



J Ekiert
Chair



L Hall
Staff

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

FOR THE YEAR ENDED 31 AUGUST 2024

As accounting officer of Woolgrove School Special Needs Academy, I have considered my responsibility to notify the academy trust board of trustees and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding, including for estates safety and management, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academy Trust Handbook 2023, including responsibilities for estates safety and management.

I confirm that I and the academy trust's board of trustees are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academy Trust Handbook 2023.

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.



L Hall

Accounting Officer

5/12/2024

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WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2024

The trustees (who are also the directors of Woolgrove School Special Needs Academy for the purposes of company law) are responsible for preparing the trustees' report and the accounts in accordance with the Academies Accounts Direction 2023 to 2024 published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these accounts, the trustees are required to:

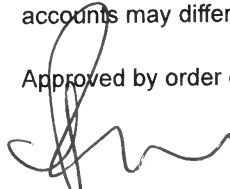
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2023 to 2024;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the board of trustees on 5/12/2024 and signed on its behalf by:



J Ekiert
Chair

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

FOR THE YEAR ENDED 31 AUGUST 2024

Opinion

We have audited the accounts of Woolgrove School Special Needs Academy for the year ended 31 August 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the accounts, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2019 and the Academies Accounts Direction 2023 to 2024 issued by the Education and Skills Funding Agency.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2019 and the Academies Accounts Direction 2023 to 2024.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report other than the accounts and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the accounts themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error. In preparing the accounts, the trustees are responsible for assessing the academy trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

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

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of senior leadership, Trustees and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations including compliance with the Academies Accounts Direction 2023 to 2024 issued by the Education and Skills Funding Agency;
- Performing audit work over the recognition of grant income and the allocation of expenditure to funds;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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

Use of our report

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



Tracey Richardson BSc (Hons) FCA (Senior Statutory Auditor)
for and on behalf of Azets Audit Services

5/12/24
.....

Chartered Accountants
Statutory Auditor

Westpoint
Lynch Wood
Peterborough
Cambridgeshire
United Kingdom
PE2 6FZ

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY AND THE EDUCATION AND SKILLS FUNDING AGENCY

FOR THE YEAR ENDED 31 AUGUST 2024

In accordance with the terms of our engagement letter dated 23 May 2024 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2023 to 2024, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Woolgrove School Special Needs Academy during the period 1 September 2023 to 31 August 2024 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 Woolgrove School Special Needs Academy and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Woolgrove School Special Needs Academy and ESFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Woolgrove School Special Needs Academy and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Woolgrove School Special Needs Academy's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Woolgrove School Special Needs Academy's funding agreement with the Secretary of State for Education dated 27 March 2012 and the Academy Trust Handbook, extant from 1 September 2023, 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 2023 to 2024. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2023 to 31 August 2024 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 Framework and Guide for External Auditors and Reporting Accountant of Academy Trusts issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- a review of the activities of the academy, by reference to sources of income and other information available to us;
- sample testing of expenditure, including payroll;
- a review of minutes of Trustees' meetings.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY AND THE EDUCATION AND SKILLS FUNDING AGENCY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

Conclusion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2023 to 31 August 2024 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.



Reporting Accountant

Azets Audit Services

Westpoint

Lynch Wood

Peterborough

Cambridgeshire

PE2 6FZ

United Kingdom

Dated:5/12/24.....

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	Unrestricted funds £	Restricted funds: General £	Fixed asset £	Total 2024 £	Total 2023 £
Income and endowments from:						
Donations and capital grants	3	3,972	3,122	10,328	17,422	98,812
Charitable activities:						
- Funding for educational operations	4	21,560	2,905,738	-	2,927,298	2,636,451
Other trading activities	5	18,983	43,791	-	62,774	61,640
Investments	6	93	-	-	93	86
Total		<u>44,608</u>	<u>2,952,651</u>	<u>10,328</u>	<u>3,007,587</u>	<u>2,796,989</u>
Expenditure on:						
Charitable activities:						
- Educational operations	8	24,485	2,864,597	254,271	3,143,353	2,818,871
Total	7	<u>24,485</u>	<u>2,864,597</u>	<u>254,271</u>	<u>3,143,353</u>	<u>2,818,871</u>
Net income/(expenditure)		20,123	88,054	(243,943)	(135,766)	(21,882)
Other recognised gains/(losses)						
Actuarial losses on defined benefit pension schemes	18	-	(39,000)	-	(39,000)	(34,000)
Net movement in funds		20,123	49,054	(243,943)	(174,766)	(55,882)
Reconciliation of funds						
Total funds brought forward		8,792	734,302	4,752,396	5,495,490	5,551,372
Total funds carried forward		<u>28,915</u>	<u>783,356</u>	<u>4,508,453</u>	<u>5,320,724</u>	<u>5,495,490</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

Comparative year information Year ended 31 August 2023	Notes	Unrestricted funds £	Restricted funds: General £ Fixed asset £	Total 2023 £
Income and endowments from:				
Donations and capital grants	3	24,631	10,000	64,181
Charitable activities:				
- Funding for educational operations	4	-	2,636,451	-
Other trading activities	5	15,501	46,139	-
Investments	6	86	-	-
Total		<u>40,218</u>	<u>2,692,590</u>	<u>64,181</u>
Expenditure on:				
Charitable activities:				
- Educational operations	8	40,218	2,540,756	237,897
Total	7	<u>40,218</u>	<u>2,540,756</u>	<u>237,897</u>
Net income/(expenditure)		-	151,834	(173,716)
Transfers between funds	16	(4,597)	(28,218)	32,815
Other recognised gains/(losses)				
Actuarial losses on defined benefit pension schemes	18	-	(34,000)	-
Net movement in funds		<u>(4,597)</u>	<u>89,616</u>	<u>(140,901)</u>
Reconciliation of funds				
Total funds brought forward		13,389	644,686	4,893,297
Total funds carried forward		<u>8,792</u>	<u>734,302</u>	<u>4,752,396</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	12		4,508,453		4,752,396
Current assets					
Debtors	13	126,637		81,186	
Cash at bank and in hand		975,288		860,975	
			1,101,925		942,161
Current liabilities					
Creditors: amounts falling due within one year	14	(289,654)		(199,067)	
Net current assets			812,271		743,094
Net assets excluding pension asset			5,320,724		5,495,490
Defined benefit pension scheme asset	18		-		-
Total net assets			5,320,724		5,495,490
Funds of the academy trust:					
Restricted funds	16				
- Fixed asset funds			4,508,453		4,752,396
- Restricted income funds			783,356		734,302
Total restricted funds			5,291,809		5,486,698
Unrestricted income funds	16		28,915		8,792
Total funds			5,320,724		5,495,490

The accounts on pages 28 to 48 were approved by the trustees and authorised for issue on 5/12/2024 and are signed on their behalf by:

J Ekiert
Chair

Company registration number 07988540 (England and Wales)

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Net cash provided by operating activities	19		113,709		226,684
Cash flows from investing activities					
Dividends, interest and rents from investments		93		86	
Capital grants from DfE Group		10,328		37,181	
Capital funding received from sponsors and others		-		27,000	
Purchase of tangible fixed assets		(9,817)		(96,996)	
Net cash provided by/(used in) investing activities			604		(32,729)
Net increase in cash and cash equivalents in the reporting period			114,313		193,955
Cash and cash equivalents at beginning of the year			860,975		667,020
Cash and cash equivalents at end of the year			975,288		860,975

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

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

1.1 Basis of preparation

The accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2023 to 2024 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

1.2 Going concern

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the accounts 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 accounts.

1.3 Income

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

Grants

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

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

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

Donations

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

Other income

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

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

(Continued)

Donated goods, facilities and services

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

Donated fixed assets

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

1.4 Expenditure

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

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

All resources expended are inclusive of irrecoverable VAT.

Expenditure on raising funds

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

Charitable activities

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

1.5 Tangible fixed assets and depreciation

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding that require 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. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

(Continued)

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

Land and buildings	3.33% straight line
Computer equipment	33.33% straight line
Fixtures, fittings & equipment	20% straight line
Motor vehicles	20% straight line

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

1.6 Liabilities

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

1.7 Leased assets

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

1.8 Financial instruments

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

Financial assets

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

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

Financial liabilities

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

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

1.9 Taxation

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

1.10 Pensions benefits

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

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

(Continued)

The TPS is an unfunded scheme and contributions are calculated to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary based on quadrennial valuations using a prospective unit credit method. The TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

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

1.11 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by 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.

2 Critical accounting estimates and areas of judgement

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

Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 18, will impact on 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 2022 has been used by the actuary in valuing the pensions liability at 31 August 2024. 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.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

3 Donations and capital grants

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Capital grants	-	10,328	10,328	64,181
Other donations	3,972	3,122	7,094	34,631
	<u>3,972</u>	<u>13,450</u>	<u>17,422</u>	<u>98,812</u>

4 Funding for the academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
DfE/ESFA grants				
General annual grant (GAG)	-	1,250,000	1,250,000	1,160,250
Other DfE/ESFA grants:				
- Pupil premium	-	80,003	80,003	80,291
- UIFSM income	-	13,602	13,602	9,246
- Teachers' Pay Grant	-	-	-	61,072
- Teachers' Pension Grant	-	-	-	20,646
- Others	-	55,154	55,154	48,906
	<u>-</u>	<u>1,398,759</u>	<u>1,398,759</u>	<u>1,380,411</u>
Other government grants				
Local authority grants	-	1,506,979	1,506,979	1,221,747
	<u>-</u>	<u>1,506,979</u>	<u>1,506,979</u>	<u>1,221,747</u>
COVID-19 additional funding				
Non-DfE/ESFA				
Other COVID-19 funding	-	-	-	34,293
	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,293</u>
Other incoming resources	<u>21,560</u>	<u>-</u>	<u>21,560</u>	<u>-</u>
Total funding	<u>21,560</u>	<u>2,905,738</u>	<u>2,927,298</u>	<u>2,636,451</u>

5 Other trading activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Hire of facilities	1,899	-	1,899	285
Catering income	-	-	-	19,440
Other income	17,084	43,791	60,875	41,915
	<u>18,983</u>	<u>43,791</u>	<u>62,774</u>	<u>61,640</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

6 Investment income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Short term deposits	93	-	93	86

7 Expenditure

	Staff costs £	Non-pay expenditure Premises £	Other £	Total 2024 £	Total 2023 £
Academy's educational operations					
- Direct costs	1,219,226	-	128,793	1,348,019	1,212,443
- Allocated support costs	1,101,782	539,125	154,427	1,795,334	1,606,428
	<u>2,321,008</u>	<u>539,125</u>	<u>283,220</u>	<u>3,143,353</u>	<u>2,818,871</u>

Net income/(expenditure) for the year includes:

	2024 £	2023 £
Depreciation of tangible fixed assets	253,760	237,897
Fees payable to auditor for:		
- Audit	12,000	11,910
- Other services	1,600	2,000
Net interest on defined benefit pension liability	(12,000)	(2,000)

8 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Direct costs				
Educational operations	-	1,348,019	1,348,019	1,212,443
Support costs				
Educational operations	24,485	1,770,849	1,795,334	1,606,428
	<u>24,485</u>	<u>3,118,868</u>	<u>3,143,353</u>	<u>2,818,871</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

8 Charitable activities		(Continued)	
Analysis of costs	2024 £	2023 £	
Direct costs			
Teaching and educational support staff costs	1,219,226	1,101,959	
Staff development	6,474	7,126	
Technology costs	47,269	12,979	
Educational supplies and services	59,186	63,284	
Educational consultancy	2,450	18,360	
Other direct costs	13,414	8,735	
	<u>1,348,019</u>	<u>1,212,443</u>	
Support costs			
Support staff costs	1,101,782	1,085,848	
Depreciation	253,760	237,897	
Recruitment and support	746	466	
Maintenance of premises and equipment	115,138	43,703	
Cleaning	51,909	48,894	
Energy costs	107,533	28,895	
Rent, rates and other occupancy costs	5,968	2,982	
Insurance	2,875	2,436	
Security and transport	1,942	1,908	
Catering	63,505	54,739	
Finance costs	(12,000)	(2,000)	
Legal costs	1,312	1,219	
Other support costs	87,264	85,531	
Governance costs	13,600	13,910	
	<u>1,795,334</u>	<u>1,606,428</u>	
9 Staff			
Staff costs and employee benefits			
Staff costs during the year were:			
	2024 £	2023 £	
Wages and salaries	1,755,291	1,643,519	
Social security costs	157,536	134,441	
Pension costs	405,444	405,572	
	<u>2,318,271</u>	<u>2,183,532</u>	
Staff costs - employees	2,318,271	2,183,532	
Agency staff costs	2,737	4,275	
	<u>2,321,008</u>	<u>2,187,807</u>	
Staff development and other staff costs	6,474	7,126	
	<u>2,327,482</u>	<u>2,194,933</u>	

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

9 Staff

(Continued)

Staff numbers

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

	2024 Number	2023 Number
Teachers	20	20
Administration and support	59	57
Management	6	6
	<u>85</u>	<u>83</u>

Higher paid staff

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

	2024 Number	2023 Number
£60,001 - £70,000	2	2
£80,001 - £90,000	1	1
	<u>3</u>	<u>3</u>

Key management personnel

The key management personnel of the academy trust comprise the trustees and the senior management team as listed on page 1. The total amount of key management personnel benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy trust was £473,324 (2023: £553,034).

10 Trustees' remuneration and expenses

One or more of the trustees has been paid remuneration or has received other benefits from an employment with the academy trust. The Headteacher and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of Headteacher and staff members under their contracts of employment, and not in respect of their services as trustees.

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

L Hall (Headteacher and trustee)

Remuneration £85,000 - £90,000 (2023: £85,000 - £90,000)

Employer's pension contributions £20,000 - £25,000 (2023: £20,000 - £25,000)

S Fawcett (Staff trustee)

Remuneration £40,000 - £45,000 (2023: £45,000 - £50,000)

Employer's pension contributions £10,000 - £15,000 (2023: £10,000 - £15,000)

L Claxton (Staff trustee)

Remuneration £20,000 - £25,000 (2023: £25,000 - £30,000)

Employer's pension contributions £5,000 - £10,000 (2023: £5,000 - £10,000)

H Wright (Staff trustee)

Remuneration £15,000 - £20,000 (2023: £10,000 - £15,000)

Employer's pension contributions £0 - £5,000 (2023: £0 - £5,000)

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

11 Trustees' and officers' insurance

In accordance with normal commercial practice, the academy trust has purchased insurance to protect trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. The insurance provides cover up to £10,000,000 on any one claim and the cost for the year ended 31 August 2024 was £2,875 (2023: £2,436). The cost of this insurance is included in the total insurance cost.

12 Tangible fixed assets

	Land and buildings	Computer equipment	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 September 2023	6,796,697	119,046	241,219	52,500	7,209,462
Additions	-	22,993	(13,176)	-	9,817
At 31 August 2024	6,796,697	142,039	228,043	52,500	7,219,279
Depreciation					
At 1 September 2023	2,176,664	107,069	120,833	52,500	2,457,066
Charge for the year	216,922	9,270	27,568	-	253,760
At 31 August 2024	2,393,586	116,339	148,401	52,500	2,710,826
Net book value					
At 31 August 2024	4,403,111	25,700	79,642	-	4,508,453
At 31 August 2023	4,620,033	11,977	120,386	-	4,752,396

13 Debtors

	2024 £	2023 £
VAT recoverable	54,089	32,254
Prepayments and accrued income	72,548	48,932
	<u>126,637</u>	<u>81,186</u>

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	72	-
Other taxation and social security	34,056	68,787
Other creditors	47,866	-
Accruals and deferred income	207,660	130,280
	<u>289,654</u>	<u>199,067</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

15 Deferred income

	2024 £	2023 £
Deferred income is included within:		
Creditors due within one year	15,882	17,788
Deferred income at 1 September 2023	17,788	16,487
Released from previous years	(17,788)	(16,487)
Resources deferred in the year	15,882	17,788
Deferred income at 31 August 2024	15,882	17,788

At the balance sheet date the academy was holding funds received in advance for the next school year. This consists of income for funding received in advance.

16 Funds

	Balance at 1 September 2023 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2024 £
Restricted general funds					
General Annual Grant (GAG)	-	1,250,000	(1,250,000)	-	-
Pupil premium	-	80,003	(80,003)	-	-
Other DfE/ESFA grants	2,870	68,756	(71,626)	-	-
Other government grants	731,432	1,506,979	(1,455,055)	-	783,356
Other restricted funds	-	46,913	(46,913)	-	-
Pension reserve	-	-	39,000	(39,000)	-
	734,302	2,952,651	(2,864,597)	(39,000)	783,356
Restricted fixed asset funds					
NBV of fixed assets	4,752,396	-	(253,760)	9,817	4,508,453
DfE group capital grants	-	10,328	(511)	(9,817)	-
	4,752,396	10,328	(254,271)	-	4,508,453
Total restricted funds	5,486,698	2,962,979	(3,118,868)	(39,000)	5,291,809
Unrestricted funds					
General funds	8,792	44,608	(24,485)	-	28,915
Total funds	5,495,490	3,007,587	(3,143,353)	(39,000)	5,320,724

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

16 Funds

(Continued)

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

General Annual Grant - The General Annual Grant (GAG) must be used for the normal running costs of the academy. Under the funding agreement with the Secretary of State, the academy trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August.

Other DfE / ESFA grants - This represents other funding for various purposes including teachers' pay grant, teachers' pension grant, sports funding, training and other pupil related activities.

Other restricted funds - The other restricted funds relate to various school and educational activities which are not funded by the General Annual Grant.

Pensions Reserve - The defined benefit pension scheme relates to the pension deficit arising on the LGPS pension scheme.

Restricted fixed asset fund - The restricted fund asset fund was funded predominantly by the funds inherited on conversion to an academy from the local authority following the transfer of the land and buildings.

Devolved Formula Grant (DFG) - The academy is to use the Devolved Formula Grant allocation to maintain and improve its buildings and facilities.

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

	Balance at 1 September 2022 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2023 £
Restricted general funds					
General Annual Grant (GAG)	-	1,160,250	(1,160,250)	-	-
Pupil premium	-	80,291	(80,291)	-	-
Other Coronavirus funding	-	34,293	(34,293)	-	-
Other DfE/ESFA grants	2,870	139,870	(139,870)	-	2,870
Other government grants	580,816	1,221,747	(1,042,913)	(28,218)	731,432
Other restricted funds	-	56,139	(56,139)	-	-
Pension reserve	61,000	-	(27,000)	(34,000)	-
	<u>644,686</u>	<u>2,692,590</u>	<u>(2,540,756)</u>	<u>(62,218)</u>	<u>734,302</u>
Restricted fixed asset funds					
DfE group capital grants	<u>4,893,297</u>	<u>64,181</u>	<u>(237,897)</u>	<u>32,815</u>	<u>4,752,396</u>
Total restricted funds	<u>5,537,983</u>	<u>2,756,771</u>	<u>(2,778,653)</u>	<u>(29,403)</u>	<u>5,486,698</u>
Unrestricted funds					
General funds	<u>13,389</u>	<u>40,218</u>	<u>(40,218)</u>	<u>(4,597)</u>	<u>8,792</u>
Total funds	<u>5,551,372</u>	<u>2,796,989</u>	<u>(2,818,871)</u>	<u>(34,000)</u>	<u>5,495,490</u>

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

17 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds: General £	Fixed asset £	Total Funds £
Fund balances at 31 August 2024 are represented by:				
Tangible fixed assets	-	-	4,508,453	4,508,453
Current assets	28,915	1,073,010	-	1,101,925
Current liabilities	-	(289,654)	-	(289,654)
Total net assets	28,915	783,356	4,508,453	5,320,724
Fund balances at 31 August 2023 are represented by:				
Tangible fixed assets	-	-	4,752,396	4,752,396
Current assets	8,792	933,369	-	942,161
Current liabilities	-	(199,067)	-	(199,067)
Total net assets	8,792	734,302	4,752,396	5,495,490

18 Pension and similar obligations

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2020, and that of the LGPS related to the period ended 31 March 2022.

Contributions amounting to £47,866 were payable to the schemes at 31 August 2024 (2023: £17,652) and are included within creditors.

Teachers' Pension Scheme

Introduction

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

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

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to ensure scheme costs are recognised and managed appropriately and the review specifies the level of future contributions.

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

18 Pension and similar obligations

(Continued)

Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2020. The valuation report was published by the Department for Education on 27 October 2023, with the SCAPE rate, set by HMT, applying a notional investment return based on 1.7% above the rate of CPI. The key elements of the valuation outcome are:

- Employer contribution rates set at 28.68% of pensionable pay (including a 0.08% administration levy). This is an increase of 5% in employer contributions and the cost control result is such that no change in member benefits is needed.
- Total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £262,000 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £222,200 million, giving a notional past service deficit of £39,800 million.

The result of this valuation will be implemented from 1 April 2024. The next valuation result is due to be implemented from 1 April 2028.

The employer's pension costs paid to the TPS in the period amounted to £232,000 (2023: £180,000).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The academy trust is unable to identify its share of the underlying assets and liabilities of the plan. Accordingly, the academy trust has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy trust has set out above the information available on the scheme.

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 23.8% for employers and 5.5 to 12.5% for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of 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 and on 21 July 2022, the Department for Education reaffirmed its commitment to the guarantee, with a parliamentary minute published on GOV.UK.

The actuarial valuation prepared under FRS102 in respect of the Local Government Pension Scheme indicated that the Trust's share of the scheme was in surplus as at the year end to the value of £365,000 (2023 - £209,000). The actuaries have undertaken an asset ceiling calculation which, on the basis that a minimum funding requirement does exist, indicates that the surplus is not likely to result in either a refund of contributions or a reduction in future contributions. On that basis no asset has been recognised in these accounts.

Total contributions made	2024 £	2023 £
Employer's contributions	189,000	180,000
Employees' contributions	50,000	47,000
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Total contributions	239,000	227,000
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WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

18 Pension and similar obligations (Continued)

Principal actuarial assumptions	2024 %	2023 %
Rate of increase in salaries	3.15	3.50
Rate of increase for pensions in payment/inflation	2.65	3.00
Discount rate for scheme liabilities	5.00	5.20
Inflation assumption (CPI)	2.65	3.00

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

	2024 Years	2023 Years
Retiring today		
- Males	16.6	16.7
- Females	24.1	24.1
Retiring in 20 years		
- Males	21.2	21.3
- Females	24.9	25.0

Sensitivity analysis

Scheme liabilities would have been affected by changes in assumptions as follows:

	2024 £	2023 £
Discount rate + 0.1%	(61,000)	(55,000)
Discount rate - 0.1%	61,000	55,000
Mortality assumption + 1 year	107,000	96,000
Mortality assumption - 1 year	(107,000)	(96,000)
CPI rate + 0.1%	60,000	53,000
CPI rate - 0.1%	(60,000)	(53,000)

Defined benefit pension scheme net asset	2024 £	2023 £
Scheme assets	3,045,000	2,605,000
Scheme obligations	(2,680,000)	(2,396,000)
Net asset	365,000	209,000
Restriction on scheme assets	(365,000)	(209,000)
Total liability recognised	-	-

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

18 Pension and similar obligations (Continued)

The academy trust's share of the assets in the scheme	2024 Fair value £	2023 Fair value £
Equities	1,766,100	1,328,550
Bonds	822,150	625,200
Property	365,400	364,700
Other assets	91,350	286,550
Total market value of assets	3,045,000	2,605,000
Restriction on scheme assets	(365,000)	(209,000)
Net assets recognised	2,680,000	2,396,000

The actual return on scheme assets was £244,000 (2023: £(5,000)).

Amount recognised in the statement of financial activities	2024 £	2023 £
Current service cost	162,000	209,000
Interest income	(141,000)	(107,000)
Interest cost	129,000	105,000
Total amount recognised	150,000	207,000

The net gain recognised on scheme assets has been restricted because the full pension surplus is not expected to be recovered through refunds or reduced contributions in the future.

Changes in the present value of defined benefit obligations	2024 £	2023 £
At 1 September 2023	2,396,000	2,360,000
Current service cost	162,000	209,000
Interest cost	129,000	105,000
Employee contributions	50,000	47,000
Actuarial gain	(14,000)	(287,000)
Benefits paid	(43,000)	(38,000)
At 31 August 2024	2,680,000	2,396,000

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

18 Pension and similar obligations (Continued)

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

	2024 £	2023 £
At 1 September 2023	2,605,000	2,421,000
Interest income	141,000	107,000
Actuarial (gain)/loss	103,000	(112,000)
Employer contributions	189,000	180,000
Employee contributions	50,000	47,000
Benefits paid	(43,000)	(38,000)
At 31 August 2024	3,045,000	2,605,000
Restriction on scheme assets	(365,000)	(209,000)
Net assets recognised	2,680,000	2,396,000

19 Reconciliation of net expenditure to net cash flow from operating activities

	Notes	2024 £	2023 £
Net expenditure for the reporting period (as per the statement of financial activities)		(135,766)	(21,882)
Adjusted for:			
Capital grants from DfE and other capital income		(10,328)	(64,181)
Investment income receivable	6	(93)	(86)
Defined benefit pension costs less contributions payable	18	(27,000)	29,000
Defined benefit pension scheme finance income	18	(12,000)	(2,000)
Depreciation of tangible fixed assets		253,760	237,897
(Increase) in debtors		(45,451)	(9,791)
Increase in creditors		90,587	57,727
Net cash provided by operating activities		113,709	226,684

20 Analysis of changes in net funds

	1 September 2023 £	Cash flows £	31 August 2024 £
Cash	860,975	114,313	975,288

WOOLGROVE SCHOOL SPECIAL NEEDS ACADEMY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

21 Related party transactions

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

Some of the trustees have children who are pupils at the Academy, consequently there will be transactions between those trustees and the Academy in respect of their children's education. These are on the same basis as other pupils at the Academy.

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 or she is a member, or within one year after he or she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a member.