

Company Registration No. 08133047 (England and Wales)

CHARLTON PARK ACADEMY
(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

CHARLTON PARK ACADEMY

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CHARLTON PARK ACADEMY

REFERENCE AND ADMINISTRATIVE DETAILS

Governors and members	M Dale-Emberton (Accounting officer) S Goncalves L Hage G Harknett (Chair) M Lewis J Firth	
Senior management team	M Dale-Emberton N Randall Webb J Zarb D Reid R Dunlop N Fallon S Batstone E Buck B Denbigh	- Principal - Principal Registrar - Assistant Head - Assistant Head - Assistant Head - Vice Principal - Associate Interim Deputy Head - CFO (resigned 25 September 2019) - CFO (appointed 26 September 2019)
Company secretary	M Dale-Emberton	
Company registration number	08133047 (England and Wales)	
Registered office	Charlton Park Academy Charlton Park Road Charlton London SE7 8HX	
Independent auditor	Wilkins Kennedy Audit Services Greytown House 221-227 High Street Orpington Kent BR6 0NZ	
Bankers	Lloyds Bank 19-21 Powis Street Woolwich London SE18 6HZ	
Solicitors	Stone King LLP 16 St John's Lane London EC1M 4BS	

CHARLTON PARK ACADEMY

GOVERNORS' REPORT

FOR THE YEAR ENDED 31 AUGUST 2019

The governors present their annual report together with the consolidated financial statements and independent auditor's report of the charitable company for the period 1 September 2018 to 31 August 2019. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The Trust operates mainly as a Special Residential Academy for pupils with special educational needs (high need) serving Greenwich, Bexley, Lewisham, Lambeth, Barking and Dagenham, Newham, Southwark, Bromley, other London Councils, and Kent local authorities, via its own admission arrangements with special needs placing commissioners. The school roll of 203 named in school census in 2018/19. The academy is consistently oversubscribed, and spaces have had to be restricted due to current space and accommodation constraints for complex high needs. The academy has a residential termly/weekly boarding unit and has 11 beds. This supports placement of pupils within the more local boroughs instead of extremely expensive independent, non maintained specialist residential provision. Our aim is to keep high need pupils together and in close support of their families locally. Some children are placed that are looked after children, emergency police protection and for urgent safeguarding or care reasons, as recommended by social workers, or continuing care referrals, as benefiting from this provision. Outreach SEN support is also provided by our teaching and support staff for children with specialist support needs in communication aids and support for those both in mainstream and special schools throughout London.

Structure, governance and management

Constitution

The Academy Trust is a company limited by guarantee with no share capital (registration no. 08133047) and an exempt charity. The charitable company's Memorandum and Articles of Association are the primary governing documents of the Academy. The Governors act as the Trustees for the charitable activities of Charlton Park and some are also Directors of the charitable company for the purposes of company law. The charitable company is known as Charlton Park. Details of the Governors who served throughout the period, except as noted, are included in the Reference and Administrative Details on page 1.

Charlton Park was incorporated on 6 July 2012 and obtained Academy status from 01 August 2012.

Included within the consolidated financial statements is Charlton Parkside, a 100% owned subsidiary of Charlton Park Academy.

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.

Principal activities

The principal activity of the Academy is to advance for the public benefit education in the United Kingdom, in particular, but without prejudice to the generality of the foregoing, by establishing, maintaining, carrying on, managing and developing an Academy offering a broad and balanced relevant curriculum.

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Method of recruitment and appointment or election of governors

The number of Governors shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. Subject to Articles 48-49 and 64, the Academy Trust shall have the following constituents

- Governors: up to 8 Governors, appointed under Article 50;
- 2 Parent Governors appointed under Articles 53-58;
- up to 2 Staff Governors, subject to Article 50A;
- the Principal;
- any Additional Governors, if appointed under Article 62, 62A or 68A;
- any Further Governors, if appointed under Article 63 or Article 68A.

The Academy Trust may also have any Co-opted Governor appointed under Article 59.

Each of the persons entitled to appoint members above shall have the right, from time to time by written notice delivered to the office, to remove any member appointed by them and to appoint a replacement member to fill a vacancy whether resulting from such removal or otherwise. The term of office for any Governor shall be 4 years, save that this time limit shall not apply to the Principal. Subject to remaining eligible to be a particular type of Governor, any Governor may be re-appointed or re-elected.

Policies and procedures adopted for the induction and training of governors

The Full Governing Body met 4 times during the year 1 September 2018 to 31 August 2019. The training and induction provided for new Governors will depend on their existing experience. All new Governors will be given a tour of the Academy and the chance to meet with staff and students. All relevant Governors are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Governors. As there are normally only two or three new Governors during a period, induction tends to be done informally and is tailored specifically to the individual training needs following an assessment using NGA materials. There is an expectation that all governors attend regularly, follow necessary and identified training by the board and keep up to date with national educational developments.

Organisational structure

The structure consists of three levels: the Trust Governors, Strategic Leadership Team, and Senior Management/Team Leaders. The aim of the management structure is to control costs, set priorities and direction and devolve responsibility to encourage full engagement, responsibility and involvement in decision making at all levels.

The Governors are responsible for setting standards, general policy, adopting an annual work plan and budget, monitoring the Academy outcomes and by the appropriate use of financial and human resources, making major strategic decisions about the future direction of the Academy, capital expenditure and participate in senior staff appointments.

The Strategic Leadership Team comprises of the Principal and Senior Vice Principal. They are responsible for the authorisation of spending within agreed budget plans and the appointment of staff. Limited spending control is devolved to Senior/Subject Leaders. The Resources Committee monitors spending via monthly management accounts and regular review of expenditure against budget plans.

Arrangements for setting pay and remuneration of key management personnel

Arrangements for setting pay and remuneration of key management personnel goes through a Pay Committee following pay committee terms of reference. The policy is that, apart from any cost of living increases, there will be no leadership pay increases for any strategic leadership team, as at the top of their pay scale. No new financial benefits will be granted. If the performance of the key management team was judged inadequate by Ofsted/EFA, then Governors expect salary sacrifice by senior leadership staff responsible and are accountable for inadequacies.

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Objectives and activities

Objects and aims

Charlton Park Academy is a mixed 11-19 special needs Academy which sees its strong pastoral, vibrant, innovative and inclusive culture as the most important of its many strengths. We foster care, nurture, support and respect for the individual.

The main objectives of the Academy are summarised below:

- a) To advance a high quality education and public service a 'Special Academy' organised to create outstanding special educational provision for pupils with Special Educational Needs locally, nationally and internationally.
- b) To provide for the benefit of the Community, highly specialised accessible facilities for recreation, leisure, learning and support for those who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving quality of life and opportunity.

Objectives, strategies and activities

Our community values opportunity, diversity and we seek to reduce barriers and give everyone an equal chance to learn, work and live, free from the action, or fear, of racism, discrimination, or prejudice.

Our students celebrate and enjoy all types of religious and non-religious festivals as well as participation in public events such as Children in Need and Anti-Bullying Week. We involve our staff and students in fund raising activities for hospice care and a variety of worthy causes such as Macmillan Cancer Support and support mental health and wellbeing initiatives to ensure that teaching and support staff are valued and are well supported.

Our creative students and staff achievements and talents are celebrated through many modern creative mediums such as Twitter, website, digital media, web presence, international visitors, pottery, poetry, Art exhibitions, music, visual arts, including innovative use of augmentative communication and the spoken, signed and sung words. These are shared internationally and within our community through our digital display boards and our website. Local exhibitions take place for example, at Charlton House, and family and school performances. Our website helps showcase the huge range of creative and enriching fun that our students get involved with, motivating and enhancing their strong desire for learning and celebrate community engagement.

We aim to holistically develop the potential of all pupils academically, physically, socially, culturally and psychologically. Students enjoy good quality and variety of clubs to develop and nurture interests in other areas that they will be able to sustain within the community and for adult life. Clubs range from sporting activities, radio club, band and creating sensory stories, so all our students' needs are supported very well to improve their independence skills and ability to sustain and become lifelong learners.

Staff are encouraged to continue to develop further as self-directed, reflective learners, through working collaboratively with others, and by using coaching strategies to enhance their own expertise. Through their passions and interests, teachers and support staff enthuse and inspire others to explore new ideas and explore and try new mediums to create new learning pathways.

Parents and carers enjoy good relationships, open communication and have developed stronger parent partnership over time which ensure that their child realizes his/her potential. We are developing a greater understanding of family needs through our development of Profiles and Wiki's that help map and create pathways that together we can support the aspirations of young people and their families for future life and enrich experiences and develop skills and knowledge. These are evidenced in Parent View on the Ofsted website.

Governors fully support the aspirations of leaders to willingly share expertise and support to all those that can benefit from it. This will include offering school to school support including inspection, consultancy and advice school leaders and staff using our significant, long standing professional reputations, wide ranging specialist knowledge, expertise and intervention.

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Public benefit

The Governors confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aim and objectives and in planning future activities. In particular, the Trustees considers how planned activities will contribute to the aims and objectives set.

Strategic report

Achievements and performance

Review of 2018/19

By July 2019, the students of the Academy achieved further good results, with 95% of students making good or better progress, (100% secure) within the core subjects of English and Mathematics. Teaching by all adults is monitored by internal and external quality control to Ofsted standards are being good or better. One of our pupils, TO, closely supported by family and Grant our Fine Art Teacher, managed to achieve B in A level Fine Art, and has been offered places both at the London Drawing School and Camberwell College of Art, which he is hoping he will be able to take up next year. This represents the first places ever offered to an SEN pupils in either college's history and is entirely on his own merit as a talented artist, nurtured by opportunities here and at home.

Strong personalised individual tracking, with monitoring peer reviewed, is suitably benchmarked. Students make secure, good or better progress. Tracking data is used to demonstrate individual cumulative progress and use of knowledge and skills to widen and enhance skills learnt at CPA translated into everyday life.

Our attendance is higher than most special schools in the country, fixed exclusions are rare and lower than the national average, we achieve this by putting in additional individual specialist positive behavior support plans at an early stage. We ensure adaptations in teaching and learning strategies to ensure our pupils special needs are well met. Staff work with families, social care colleagues, health professional and education departments in order to secure and support moves to appropriate educational providers whenever we cannot meet specific needs. No permanent exclusions have occurred in this Academy's history.

Targets for 2019/20

- Consistently provide high quality teaching and learning to prepare students well for adult life.
- Increase the effectiveness of mental health, wellbeing and teamwork, through coaching, quality support by management and further efficiency savings throughout the Academy
- Strengthen communication and promote effective collaboration/relationships with Greater London Councils and regional partnerships to become a London Regional Centre of Excellence of Specialist Provision.

Key performance indicators

The Academy improvement plan identifies the following key performance indicators to be achieved by the Academy year on year pursuing exemplary practice:

- Achievement of Pupils – ensure students achieve and maximise their potential. Quality of Teaching – ensure that teaching and learning is always good.
- Behaviour and Safety – ensure that behaviour and safety is well managed.
- Quality of Leadership and Management - to ensure that staff and resources are effectively deployed.
- Overall Effectiveness- School leaders improve public value for money year on year.

Going concern

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

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Financial review

Financial report for the year

Most of the Academy's income is obtained from the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, some of which are restricted to particular purposes. The grants received from the ESFA during the period ended 31 August 2019 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

The Academy also receives grants for fixed assets from the ESFA. In accordance with the Charities Statement of Recommended Practice, 'Accounting and Reporting by Charities' (SORP 2015), such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned.

During the period ended 31 August 2019, total expenditure of £7,167k (2018: £8,467k) was met by recurrent grant funding from the ESFA together with other incoming resources. The excess of income over expenditure for the year (excluding restricted fixed asset funds and transfers to restricted fixed asset funds) was £1,544k (2018: £17k).

At 31 August 2019 the net book value of fixed assets was £18,241k (2018: £18,706). Movements in tangible fixed assets are shown in note 13 to the consolidated financial statements. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

The Royal Borough of Greenwich Pension Fund, in which the Academy participates, showed a deficit of £3,870k at 31 August 2019 (2018: £2,631k).

Financial position

The Academy held fund balances at 31 August 2019 of £18,217k (2018: £18,038k) comprising of £15,301k restricted funds (2018: £16,064k) and £2,916k (2018: £1,974k) of unrestricted general funds. Of the restricted funds, £18,241k (2018: £18,706k) is represented by tangible fixed assets.

The pension reserve which is considered part of restricted funds was £3,870k (2018: £2,631k) in deficit.

Reserves policy

The Governors review the reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Governors have determined that the appropriate level of free reserves should be equivalent to four weeks' expenditure, approximately £550k (2018: £515k).

The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The Academy's current level of free reserves, excluding Charlton Parkside, of £2,620k (2018: £1,851k) (total funds less the amount held in fixed assets and restricted funds) is much less than needed. The Academy expect to utilise these reserves in the coming years, with contributions to planned expansion, capital expenditure, specialist equipment and refurbishment of premises and replacement of inefficient plant, lighting and heating.

Investment policy

Under the Memorandum and Articles of Association, the Academy has the power to invest funds not immediately required for its own purposes, in any way the Governors see fit. The organisation has a positive cash balance to cover eventualities and unforeseen expenses. The banking facilities are reviewed on a regular basis

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Principal risks and uncertainties

The Governors have assessed the major risks to which the Academy is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy, and its finances. The Governors have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. The Governors have introduced systems, including operational procedures and internal financial controls in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls and this is explained in more detail in the Governance Statement on page 9.

The principal risks to income are fluctuation in funded places with further restrictions upon high needs top-up funding for individual pupils special educational needs. The other major risk is the impact upon the Hard National Funding Formula which currently is intended to be implemented from 2020-21 onwards. This will involve all schools receiving what they attract through the national formula, rather than through local formulae used by LA's to set schools' core funding. Although London boroughs have received an increased allocation of 10.4%, there are reductions in LA Central Schools Services Block core funding from £6.2m to £5.3m or £0.9m from last years allocation by government.

Further unplanned reduction in income, (in real terms), by further and continued LA plans of more years of no top up funding increases, despite our provider increases in staffing and running costs will severely impact upon committed staffing expenditure and put quality of safe and good quality provision in heightened peril over time. Reductions in purchasing therapeutic, educational support and educational visits and upon quantity of pupil support have had to be made for financial purposes, to ensure that we maintain a balanced budget.

To reduce these risks, including the additional costs of pupil's agency support staffing costs, which are higher than funds delegated, the Accounting officer has agreed arrangements with the Local authority commissioning officers to establish and refine accurate numbers, forecast places including high needs top up funding levels. This ensures that the academy provides suitable and adequate places in line with LA planned places. Having sufficient and suitable accommodation is essential for CPA to be able to offer these places. From September 2019 to September 2021 CPA has less accommodation available on site due to the onset of major replacement building works, therefore total numbers will need to be restricted which will reduce income overall. This will be offset by reduced expenditure upon staffing until the outcome of local SEN funding consultation plans and commissioning intentions are clearer.

The impact of a national funding formula upon income is of secondary risk and concern. This is especially as a London Special academy with any impact upon any significant reduction in our income. Our 5year budget plan takes account of all major pressures and expected difficulties of national funding formula. Strategic Investment into infrastructure, priority repairs and maintenance remains priority, to ensure that the Accommodation is fully fit for future purposes. Strategic importance of regional SEN planning and collaboration with other local authorities, will reduce dependency and risk profile further.

The principal risks and uncertainties that Charlton Park faces are mitigated by our risk management process and strategy that the Academy trust has implemented.

Financial and risk management objectives and policies

The financial risks to which Charlton Park Academy is exposed to relate primarily to:

- Change in government and legislation
- Reduction in income due to changes in commissioning arrangements
- Reduction in income due to parent mobility due to SEN changes.

A risk arises in relation to the defined benefit pension scheme, due to the fact that there is a deficit of £3,870k (2018: £2,631k).

CHARLTON PARK ACADEMY

GOVERNORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

Fundraising

The Academy Trust does not employ any professional fundraisers to fund raise on its behalf but all staff members and any volunteers involved in fundraising activities are trained in accordance with recognised standards so as to ensure that the public, including vulnerable people, are protected from unreasonable or intrusive approaches. The Academy Trust has not received any complaints about its fund raising activities.

Plans for future periods

The Trustees plan to provide more high need complex medical SEN places in London Councils when we have increased physical capacity in 2021 which is when we may decide to start to include key stage 2 pupils. This had much school and public support with very positive response to the public consultation which we undertook in 2018. There is clearly identified increasing demand for high quality highly specialist SEN places. We move steadily towards Academy Sponsor and MAT status and are developing relationships with nearby LA with this in mind as a quality, well established provider.

The Academy makes good provision for personalised learning, support and intervention programmes for individual students. Safeguarding and quality of care is outstanding due to bespoke programmes aimed at raising achievement and meeting individual needs. We have high aspirations for developing strong personalised health and wellbeing plans. We are combining our strengths with the national priorities in health, education and wellbeing to create an integrated offer to model what schools could be doing within their community. As an Academy we have a strong community focus and strive to be an effective and thriving hub for our wider community through our SEN activities and events increasing parental engagement and participation.

Striving for excellence is evident in many aspects of Academy life, but particularly in the strong culture of collaboration, openness and commitment to professional learning.

In our special Academy, all families are carers. Our students need the support of family and wider community moving into their adult lives. Preparation and transition into adult life is a vital part of the Academy's role. Good governance of the Academy to meet these ends, depends on a proper reflection of needs and aspirations of the whole Academy community. This is best reflected by embedding co-operative values into the ethos and development with aspirations of associated partners in adult social care and continuing care in our community.

The Academy strives to improve the levels of performance of all students and to ensure appropriate access to further 19-25 education, opportunities and training for all students to carry on building upon knowledge, skills and experience gained at Charlton Park. We try to support young people that have left our school secure day opportunities and support with practical advice depending upon individual circumstances.

Auditor

In so far as the governors are aware:

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

The governors' report, incorporating a strategic report, was approved by order of the board of governors, as the company directors, on 18 December 2019 and signed on its behalf by:

G Harknett
Chair

CHARLTON PARK ACADEMY

GOVERNANCE STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2019

Scope of responsibility

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

Governance

The information on governance included here supplements that described in the Governors' Report and in the Statement of Governors' Responsibilities. The board of governors has formally met 3 times during the year. Attendance during the year at meetings of the board of governors was as follows:

Governors	Meetings attended	Out of possible
M Dale-Emberton (Accounting officer)	3	3
S Goncalves	1	3
L Hage	2	3
G Harknett (Chair)	3	3
M Lewis	3	3
J Firth	3	3

The board's performance is effective. This view is taken by annual self assessment of its own effectiveness against NGA criteria. School improvement partners have also reviewed the particular challenges that have arisen for the board over the last year. It has also commissioned training from experienced school improvement partners and commissioned in expert advice as necessary including from National Governors Association, local authority governors service, specialist legal and governance advisers, as necessary, around the expert advice required, and has taken the advice of auditors and has improved systems of financial control and expenditure in line with Academy directives from the EFSA.

As an established Academy trust we review skills, experiences and competence and training on an annual basis against national standards. As a result of our audit in the last year, governor training will include Data Protection and GDPR in December 2019 to reduce risks of data breach and loss with governors and senior management staff. Governor papers are now all sent much more securely, and less risk of data breach now exists. Following any revisions in the Academy Directions handbook 2019 and 2020, together with any audit recommendations, actions, training and implementation will take place in 2020 to address all or any future aspects.

Our committees meet regularly enough, and review management reports monthly, in order to discharge their responsibilities and ensure robust governance and effective management arrangements. Board meetings take place at least three times a year and sub-committee structure is effective by utilizing resource, personnel, premises and educational standards committees, which also meet three times a year as a minimum, and more often as necessary, therefore the total amount of meetings the board members meet, as a small single academy trust are sufficient to ensure that the necessary due diligence is maintained and established under the Academies direction orders.

CHARLTON PARK ACADEMY
GOVERNANCE STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

The Resources Committee is a subcommittee of the main Governing Body. Its terms of reference are as follows:

- To review the staffing structure of the Academy, monitor the financial performance, review the personnel policies, and advise the Governing Body accordingly on their findings;
- To establish and maintain appropriate terms and conditions of staff employment, training and development and oversee recruitment, performance monitoring, absence management, disciplinary procedures and severance procedures in accordance with the delegated arrangements;
- To examine financial plans and propose to the Governing Body a draft annual budget for the Academy for each year;
- To establish and maintain an up to date three-year financial plan;
- To ensure that proper financial procedures are in place and operating in accordance with the Academy's Finance Procedures;
- To monitor expenditure and income on a termly basis and report on progress and variations to the Governing Body;
- To ensure that financial and personnel decisions and policies conform to Health & Safety requirements and regulations and Equalities Law, plus standards and policies areas properly set by the Council;
- To advise the Governing Body on priorities, including Health and Safety, for the maintenance and development of the Academy's premises, overseeing arrangements for repairs, maintenance, and premises-related funding bids, and to decide on premises-related expenditure within the agreed budget. To establish and keep under review a Building Development Plan;
- To oversee arrangements, including Health and Safety, for the use of Academy premises by outside users, subject to governing body policy; and
- To establish and keep under review an Accessibility Plan.

Attendance at meetings in the year was as follows:

Governors	Meetings attended	Out of possible
M Dale-Emberton (Accounting officer)	3	3
S Goncalves	1	3
L Hage	3	3
G Harknett (Chair)	3	3
M Lewis	3	3

Review of value for money

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

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

- Review of staffing costs vs Agency costs
- Review of the Scheme of Delegation
- Improvement Investment Strategy
- Seeking varied and competitive quotes where possible
- Review of existing contract and services

CHARLTON PARK ACADEMY

GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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 Charlton Park Academy for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and consolidated financial statements.

Capacity to handle risk

The board of governors 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 governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and consolidated financial statements. This process is regularly reviewed by the board of governors.

The risk and control framework

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

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

The Governing Body has considered the need for a specific internal audit function and has decided not to appoint a responsible officer. However, the Governors have appointed Wilkins Kennedy, to complete the internal audit function. Wilkins Kennedy's role includes giving advice on financial matters and performing a range of checks on the Academy Trust's financial systems.

In particular the checks carried out in the current period include:

- Testing of control systems
- Testing of control account/ bank reconciliation
- Review of policies and procedures and adherence thereon
- Review of governance and training of Governors

Wilkins Kennedy reports to the Governing body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities. The role is carried out by a separate office at Wilkins Kennedy with no connection to the audit team, this is to ensure the reviews are carried out independently.

The Governors confirm the internal auditor has delivered their schedule of work as planned, and no material control issues arose as a result of the internal auditor's work.

CHARLTON PARK ACADEMY
GOVERNANCE STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Review of effectiveness

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

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

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

Approved by order of the board of governors on 18 December 2019 and signed on its behalf by:

M Dale-Emberton
Accounting officer

G Harknett
Chair

CHARLTON PARK ACADEMY

STATEMENT OF REGULARITY, PROPRIETY AND COMPLIANCE

FOR THE YEAR ENDED 31 AUGUST 2019

As accounting officer of Charlton Park Academy I have considered my responsibility to notify the academy trust board of governors and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

I confirm that I and the academy trust's board of governors are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2018.

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 governors and ESFA.

M Dale-Emberton
Accounting Officer

18 December 2019

CHARLTON PARK ACADEMY

STATEMENT OF GOVERNORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2019

The governors (who act as trustees for Charlton Park Academy and are also the directors of Charlton Park Academy for the purposes of company law) are responsible for preparing the governors' report and the consolidated financial statements in accordance with the Academies Accounts Direction 2018 to 2019 published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

In preparing these consolidated financial statements, the governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- 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 consolidated financial statements; and
- prepare the consolidated financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the board of governors on 18 December 2019 and signed on its behalf by:

G Harknett
Chair

CHARLTON PARK ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHARLTON PARK ACADEMY

FOR THE YEAR ENDED 31 AUGUST 2019

Opinion

We have audited the consolidated financial statements of Charlton Park Academy for the year ended 31 August 2019 which comprise the statement of consolidated financial activities, the consolidated balance sheet, the consolidated statement of cash flows and the notes to the consolidated financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the consolidated financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at 31 August 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019.

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 consolidated financial statements' 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 consolidated financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

CHARLTON PARK ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHARLTON PARK ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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 governors' report including the incorporated strategic report for the financial year for which the consolidated financial statements are prepared is consistent with the consolidated financial
- the governors' report including the incorporated strategic report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the governors' 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 consolidated financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of governors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of governors

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

In preparing the consolidated financial statements, the governors 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 governors either intend to liquidate the charitable company, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the consolidated financial statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements 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 consolidated financial statements.

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

CHARLTON PARK ACADEMY

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHARLTON PARK ACADEMY (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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.

**Catherine Cooper (Senior Statutory Auditor)
for and on behalf of Wilkins Kennedy Audit Services**

19 December 2019

Statutory Auditor

Greytown House
221-227 High Street
Orpington
Kent
BR6 0NZ

CHARLTON PARK ACADEMY

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO CHARLTON PARK ACADEMY AND THE EDUCATION & SKILLS FUNDING AGENCY

FOR THE YEAR ENDED 31 AUGUST 2019

In accordance with the terms of our engagement letter dated 27 July 2015 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Charlton Park Academy during the period 1 September 2018 to 31 August 2019 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 Charlton Park Academy and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Charlton Park 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 Charlton Park Academy and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Charlton Park Academy's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Charlton Park Academy's funding agreement with the Secretary of State for Education dated 1 August 2012 and the Academies Financial Handbook, extant from 1 September 2018, 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 2018 to 2019. 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 2018 to 31 August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 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.

Our work included identification and assessment of the design and operational effectiveness of the controls, policies and procedures that have been implemented to ensure compliance with the framework of authorities including high level financial control areas and areas assessed of presenting a higher risk of impropriety. We undertook detailed testing, based on our assessment of risk of material irregularity, where such controls, policies and procedures apply to classes of transactions. This work was integrated with our audit on the consolidated financial statements to the extent evidence from the conduct of that audit supports the regularity conclusion as well as additional testing based on our assessment of risk of material irregularity.

CHARLTON PARK ACADEMY

~~INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON~~ ~~REGULARITY TO CHARLTON PARK ACADEMY AND THE EDUCATION & SKILLS~~ ~~FUNDING AGENCY~~

~~FOR THE YEAR ENDED 31 AUGUST 2019~~

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 2018 to 31 August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Reporting Accountant

Wilkins Kennedy Audit Services
Greytown House
221-227 High Street
Orpington
Kent
BR6 0NZ

Dated: 19 December 2019