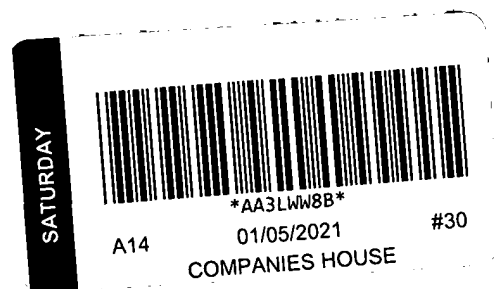


Company Registration Number: 07398941 (England & Wales)

**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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



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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

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<b>Trustees</b>	Ms R Cave, Headteacher Mrs R Sadler, Staff Governor Mrs S Siddiqui, Parent Governor Ms S Morris, Staff Governor Mrs C Taylor, Appointed Governor Mr S Lovelock, Appointed Governor Mr S Woodhull, Appointed Governor (resigned 9 December 2019) Mr M Cuttin, Appointed Governor Mr A Rajantie, Parent Governor Mr B Murphy, Appointed Governor (resigned 10 December 2019) Mrs A Chenery, Appointed Governor (resigned 24 February 2020) Mrs G Monro, Responsible officer (resigned 12 January 2020) Mr W Edwards, Appointed Governor (appointed 15 July 2020) Ms C Foulkes, Parent Governor (appointed 24 November 2020)
<b>Company registered number</b>	07398941
<b>Company name</b>	Highdown School and Sixth Form Centre
<b>Registered office</b>	Highdown School and Sixth Form Centre Surley Row Emmer Green Reading RG4 8LR
<b>Company secretary</b>	Mrs R Entwistle
<b>Senior management team</b>	Ms R Cave, Headteacher Mr M Grantham, Deputy Headteacher Mr J Reid, Deputy Headteacher Ms D Company, School Manager
<b>Independent auditor</b>	Crowe U.K. LLP Aquis House 49-51 Blagrove Street Reading Berkshire RG1 1PL
<b>Bankers</b>	HSBC Bank Plc Harry Weston Road Binley West Midlands CV3 2TQ

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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The Headteacher, Deputy Headteachers and School Manager present their annual report together with the financial statements and auditor's report of the charitable company for the 1 September 2019 to 31 August 2020. The annual report serves the purposes of both a Headteacher, Deputy Headteachers and School Manager' report and a directors' report under company law.

Highdown School is an academy for pupils aged 11 to 18 serving a catchment area in Caversham, North Reading. It has a pupil capacity of 1,540 and had a roll of 1412 in the school census for the Summer 2020 term.

### **Structure, governance and management**

#### **Structure of Governance**

The Board of Trustees has its main body (FGB) and associated committees. The FGB receives reports from all committees and makes decisions accordingly. It sets the strategic direction for the academy with the Senior Leadership of the Academy.

#### Finance, Staffing and Premises

To monitor cashflow and all ESFA control processes. To propose Budget to FGB.  
To consider staffing models against income. To compare against National benchmarks and make recommendations accordingly. To consider how best to support our estate and generate revenue therefrom.

#### Audit and Risk Committee

To review Risk register and make recommendations through FSP. To prepare annual report on risk exposure and recommend internal audit processes.

#### Teaching and Learning Committee

To monitor progress of students against the national benchmarks. To receive reports on subjects requiring closer monitoring. To make recommendations where further intervention is required. To monitor spend of additional grants for student welfare and support.

#### Headteacher Performance Management and associated HTPM Scrutiny Committee

HTPM committee works with external education consultant to determine progress against standards in line with the National Headteachers' Standards. The Chair of HTPM makes recommendation for HTPM Scrutiny Committee which confirms (or otherwise) that the process has been carried out according to the policy.

#### Disciplinary Committees/Complaints hearing panels

Convened by the Clerk as needed.

### **Constitution**

Highdown School and Sixth Form Centre (the Academy) is a company limited by guarantee with no Share capital (registration number 07398941) and an exempt charity. The charitable company's memorandum and articles of association are the prime governing documents. The articles of association require members of the charitable company to appoint not less than 3 Governors to be responsible for the statutory and constitutional affairs of the charitable company and the management of the Academy.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Structure, governance and management (continued)**

**Members' liability**

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

**Trustees' indemnities**

For the year to 31 August 2020 the school held professional indemnity insurance for Governors to the value of £5,000,000.

**Method of recruitment and appointment or election of Trustees**

Governors or Trustees may be recruited via a number of methods; Members may appoint up to 12 governors. The Members may appoint Staff Governors through such process as they may determine, provided that the total number of Governors (including the Headteacher) who are employees of the Academy Trust does not exceed one third of the total number of Governors. Parent governors are elected via ballot and the Governing Body shall take such steps as are reasonably practical to secure that every person who is known to them to be a parent of a registered pupil at the Academy. The LA may appoint an LA governor.

**Governors**

The governors are directors of the charitable company for the purposes of the Companies Act 2006 and trustees for the purposes of the charity legislation. On 1 November 2010, all governors also became directors of the academy. The term of office for any governor shall be 4 years, including the headteacher and ex-officio governors. Subject to remaining eligible to be a particular type of governor, any governor may be reappointed or re-elected.

The governors who were in office during the year to 31st August 2020 and subsequently, to the date these accounts are approved are listed on page 1.

**Policies and Procedures Adopted for the Induction and Training of Trustees**

The training and induction provided for new governors will depend on their existing experience. Where necessary, induction will provide training on charity, educational, legal and financial matters. All new governors will be given a tour of the academy and the chance to meet staff and students. All 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.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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

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**Structure, governance and management (continued)**

**Arrangements for setting pay and remuneration of key management personnel**

The salary range for all staff paid on the leadership spine will take into consideration the provisions of the STPCD together with any broader responsibilities that may be attached to the role.

**Headteacher**

The Individual School Range (ISR) of 7 points for the Headteacher will also be determined by reference to the school group size and the appropriate positioning of the pay range of any Deputy or Assistant Headteacher at the school.

**Deputy Headteachers and Assistant Headteachers**

The 5-point salary range for deputy headteachers and assistant headteachers shall be determined taking into account the appropriate positioning of the pay range of the headteacher and any other member of the leadership group at the school.

**Trade union facility time**

**Relevant union officials**

Number of employees who were relevant union officials during the year	1
Full-time equivalent employee number	1

**Percentage of time spent on facility time**

Percentage of time	Number of employees
0%	-
1%-50%	1
51%-99%	-
100%	-

<b>Percentage of pay bill spent on facility time</b>	<b>£</b>
Total cost of facility time	-
Total pay bill	-
Percentage of total pay bill spent on facility time	- %

**Paid trade union activities**

Time spent on paid trade union activities as a percentage of total paid facility time hours	1 %
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**Governors, Executives and specific responsibilities**

Governors, Executives and specific responsibilities

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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**Structure, governance and management (continued)**

Parent Governors:

Mr M Cuttin (T&L/FSP)  
Mr A Rajantie (T&L)  
Mrs S Siddiqui (T&L)

Staff Governors:

Mrs R Sadler (T&L/FSP)  
Ms S Morris (FSP)

Headteacher: Ms R Cave (T&L/FSP)

Appointed Governors:

Mr S Lovelock (T&L)  
Mrs C Taylor (T&L/FSP)

Clerk to the Governors: Mrs R Entwistle

Chair of Governors: Mrs G Munro

Vice Chair: Mr S Woodhull

**COMMITTEE CHAIRS & OTHER ROLES:**

\* Teaching and Learning committee (T&L) Chair: Mr A Rajantie

\* Finance, Staffing & Premises (FSP) Chair: Mr M Cuttin

Audit committee Chair: Mrs A Chenery

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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**Structure, governance and management (continued)**

**Objectives and activities**

**Objectives, strategies and activities**

The principal object and activity of the charitable company is to establish and maintain an independent state school to be known as Highdown School and Sixth Form Centre whose curriculum has an emphasis on mathematics and computing. The characteristics of an academy are a school that:

- Has a broad curriculum with an emphasis on particular subject areas;
- Provides education for students of different abilities who are drawn wholly or mainly from the area where the school is situated.

The objectives of the academy are:

- To promote the well-being of students at the academy
- To promote community cohesion
- To work with other institutions in training the next generation of teachers

In accordance with the articles of association the charitable company has adopted a "Scheme of Government" approved by the Secretary of State for Children, Schools and Families. The Scheme of Government specifies, amongst other things, the basis for admitting students to the academy and the catchment area from which the students are drawn.

The academy opened as an academy on 1 November 2010.

**Public benefit**

The Academy exists for the educational benefit of those students in the community of Emmer Green and Caversham to the north of Reading. The Academy promotes community cohesion at four levels. These are:

- (1) The Academy community,
- (2) The Local Community,
- (3) The United Kingdom Community and
- (4) the Global Community.

The School is proud to have been awarded International School Status for 2018-21. The academy has strong links with HE providers including Reading University, Oxford University and others to support Initial Teacher Training (ITT).

The academy works with Reading School to train teachers via the Schools Direct Scheme. A senior colleague is on the steering group for ITT at Reading University and other institutions to provide training for its own and other ITTs.

The Governors, acting as Trustees, confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the guidance issued by the Charity Commission on public benefit.



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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Objectives and activities (continued)**

**Disabled Persons**

Ramps and disabled toilets are installed and door widths are adequate to enable wheelchair access to all the main areas of the new academy building. The policy of the academy is to support recruitment and retention of students and employees with disabilities. The academy does this by making reasonable adaptations to the physical environment, by making support resources available and through training and career development.

**Strategic report**

**Achievements and performance**

**Key performance indicators**

For a school the key performance indicators are around achievement and wellbeing of the students. There have been significant improvements against national standards in the last year. The academy is recognised as a Good School with outstanding features. The Ofsted report of 2015 details achievements against National Standards.

Key performance Indicators

**Examination results** – None sat this year but centre assessments modelled progress at 'ALPS 4' – very good for GCSE and 'ALPS 2' – outstanding for A level. Improvements at GCSE and maintenance of outstanding A level performance.

No student 'NEET' – Not in Education, Employment, or Training

Admissions – 280 admitted into year 7 (bulge class to support LA as good school with capacity to assist); 120 admitted into year 12. Bringing Number on Roll to 1410 of 1340 in previous year. 5% increase

Number of permanent Exclusions – zero

Number of fixed term exclusions – 41 of 67 in previous year, though school closure for most of April through to July.

Overall Attendance: 95.2%

**Finance**

Achievements include:

Successful completion of the 2018/19 audited accounts, with an unqualified auditor assessment

Careful monitoring of the income and expenditure, repaying the ESFA loan of £160K in full and ensured that all financial targets were met

Successful sign off from ESFA cashflow monitoring and deficit recovery programme

Setting a balanced budget for 2020/21 with an anticipated small surplus notwithstanding the challenging environment in which the Academy is operating.

A small profit of £31K was achieved by the trading subsidiary Highdown Sport and Leisure Ltd despite having to close for 4 months of peak trading time as a direct result of Coronavirus.

Reviewing and updating of Academy Policies and protocols

Successful RPA Health and Safety audit

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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**Strategic report (continued)**

**Achievements and performance (continued)**

**Going concern**

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue 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 accounting policies.

**Financial review**

**Reserves policy**

The Governors have plans to agree a formal reserves policy during the year ended 31 August 2021. At the current time, there is no reserve taking into account the nature of income and expenditure streams, the need to match them with commitments, including future capital projects. This applies particularly to the funds earmarked for future capital projects.

The level of reserves will be kept under review by the Governors in the future. In respect of any surplus or deficit recognised in relation to the Academy's share of the Local Government Pension Scheme, this would generally result in a cash flow effect for the Academy in the form of an increase or decrease in employers pension contributions over a number of years. This year a deficit of £4,143,000 has been recognised as a liability in the accounts; this does not represent an immediately repayable debt.

**Principal risks and uncertainties**

The governors have implemented a number of systems to assess risk including operational areas, (e.g. in relation to teaching, health and safety, bullying and school trips) and the control of finance. Where significant financial risk still remains they have ensured they have adequate insurance cover. The academy has an effective system of internal financial controls and this is explained in more detail in the following statement:

The academy has prepared a corporate risk register in line with appropriate guidance. This is to be considered annually by the governing body and ongoing review as detailed for each item.

**Fundraising**

The majority of the School's income is derived from grant funding. The school does receive a small number of donations but does not raise any funds direct from the public.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

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**Plans for future periods**

The academy's vision is to continue to be a creative, dynamic and exciting school where children value learning supported by a highly motivated, committed team of staff and fuelled by accommodation, resources and opportunities that fully meet their needs, dreams and aspirations.

Future plans, which include provision of a specialist sixth form centre, a sports hall and additional classrooms are driven by this. The academy works with other schools and universities to provide quality Initial Teacher Training and further research opportunities thus supporting the next generation of teachers and endorsing a committee to academic excellence and lifelong learning.

**Funds held as custodian on behalf of others**

Neither Highdown School and Sixth Form Centre nor the Governing Body are acting as third party custodial trustees.

**Disclosure of information to auditor**

Insofar as the Headteacher, Deputy Headteachers and School Manager are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware, and
- that 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.

**Auditor**

The auditor, Crowe U.K. LLP, has indicated his willingness to continue in office. The designated Headteacher, Deputy Headteachers and School Manager will propose a motion reappointing the auditor at a meeting of the Headteacher, Deputy Headteachers and School Manager.

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on **19th January 2021** and signed on its behalf by:



**Mr A Rajantie**  
Chair of Governors

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT**

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**Scope of responsibility**

As Trustees, we acknowledge we have overall responsibility for ensuring that Highdown School and Sixth Form Centre 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.

As Trustees, we have reviewed and taken account of the guidance in DfE's Governance Handbook and competency framework for governance.

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 Highdown School and Sixth Form Centre and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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**GOVERNANCE STATEMENT (CONTINUED)**

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**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 4 times during the year.

Attendance during the year at meetings of the Board of Trustees was as follows:

Trustee	Meetings attended	Out of a possible
Ms R Cave, Headteacher	4	4
Mrs R Sadler, Staff Governor	2	4
Mrs S Siddiqui, Parent Governor	3	4
Ms S Morris, Staff Governor	3	4
Mrs C Taylor (maternity leave), Appointed Governor	0	0
Mr S Lovelock, Appointed Governor	3	4
Mr S Woodhull, Appointed Governor	1	2
Mr M Cuttin, Appointed Governor	2	2
Mr A Rajantie, Parent Governor	3	4
Mrs A Chenery, Appointed Governor	2	2
Mrs G Monro, Responsible officer	4	4
Mr W Edwards, Appointed Governor	0	0
Ms C Foulkes, Parent Governor	0	0

The Finance, Staffing and Premises committee is a sub-committee of the main board of trustees. Its purpose is to ensure regularity and propriety in use of the trust's funds, and achieve economy, efficiency and effectiveness – the three elements of value for money. The trustees must also take ownership of the trust's financial sustainability and its ability to operate as a going concern. Particular challenges this year were to ensure that the ESFA loan was repaid in full as scheduled as well as manage the financial and health and safety challenges borne out of the Coronavirus pandemic.

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Ms R Cave, Headteacher	5	5
Mrs A Chenery, Appointed Governor	2	2
Mr M Cuttin, Parent Governor	5	5
Mrs G Monro, Parent Governor	2	2
Ms S Morris, Teaching Staff Governor	4	4
Mr B Murphy, Appointed Governor	0	2
Mr A Rajantie, Parent Governor	2	2
Mrs R Sadler, Teaching Staff Governor	2	5
Mr S Woodhull, Appointed Governor	0	2
Mrs C Taylor, Appointed Governor	2	2

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Governance (continued)**

The Teaching and Learning Committee is also a sub-committee of the main board of trustees. Their purpose is to provide strategic leadership that sets and champions vision, ethos and strategy accountability that drives up educational standards. The challenges they faced this year were remote learning and teacher assessments rather than exam based assessment as a result of the national lockdown arising from the Coronavirus pandemic.

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Ms R Cave, Headteacher	4	4
Mr M Cuttin, Parent Governor	1	4
Mrs R Sadler, Teaching Staff Governor	2	4
Mr S Lovelock, Appointed Governor	1	4
Mrs G Monro, Parent Governor	2	2
Mr A Rajantie, Parent Governor	4	4
Mrs S Siddiqui, Parent Governor	3	4
Mr S Woodull, Appointed Governor	1	1
Mr B Murphy, Appointed Governor	1	1

The Audit Committee is also a sub-committee of the main governing body

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Mrs A Chenery	1	1
Mrs G Munro	0	1

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Review of value for money**

As accounting officer, the Headteacher has responsibility for ensuring that the Academy 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's use of its resources has provided good value for money during each academic year, and reports to the Board of Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The accounting officer for the Academy has delivered improved value for money during the year by:

Governance of Highdown School and Sixth Form Centre is robust and ensures good value.

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

The accounting officer considers how the 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. The accounting officer for the academy trust has delivered improved value for money during the year by again delivering improved outcomes on reduced income.

Improving Educational Results: The GCSE and A level outcomes in summer 2020 are personal success stories for our students. In 2020 these outcomes were not determined by examination. The school delivered on a rigorous and thorough process to establish the centre assessed grades that students received. We are confident that an ethical and professional job was carried out.

Our GCSE students had very good outcomes and the majority of them are now in our 6th form. Again, outstanding success for our post 16 students. 74 % of our students have gone to university and of these 40% are at Russell Group. Other students have gone into FE courses, apprenticeship or employment.

Growth of the academy:

The success of our 6th form has brought the increased numbers we have been working towards. The percentage increase in year 12 students is 45% from 2019-20 to 2020-21. Overall % increase in the Sixth Form is 27% from 2019-20 to 2020-21.

Our growth, with increased PAN, has one more year before 250 student places are in each academic year to year 11. We are pleased that so many more students are able to benefit from a Highdown education and that our marketing and results make us an attractive choice to our community.

Targeted Improvement: The trust has reviewed its staffing structure and deployed staff efficiently to support an improved curriculum. Our Academy improvement plan details how planned spend on timetable allocation and study support will bring about sustained improvements at all Key Stages over the next period and with particular focus on personalisation of learning for all.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Review of value for money (continued)**

Individual Focus: The Academy works with a range of alternative providers to supplement the in house curriculum. This ensures that the challenge and provision for all students is in place. A continued focus on challenge at the top end has resulted in increased A and A\* attainment levels in GCSE and A level in summer 2020. The academy has incorporated new software to track and monitor the expenditure on individual pupils and the impact on education of interventions, our improved results for students in receipt of the pupil premium demonstrate improved value for money for this specific spend. The achievement gap has diminished this year for these students.

Quantifying improvements: the trust, again, realigned expenditure against income to achieve better value in the period to end August 2020. Staffing budget remains tight and reduced level of expenditure on non-core purpose activities has been maintained.

**Value for Money Purchasing:**

- All contracts are under continual review.
- Best value practice is embedded in the school (Governors minutes verify)
- Collaborative working between school senior leaders (SBL, Heads, PiXL reciprocal review and audit arrangements) allows sharing of good practice and adds capacity to the leadership team. Reading Secondary Heads work together to support our schools in the local area to make very best of our resources in straightened times.

Reversal of budget deficit position of previous years: The academy has again achieved a small surplus this year with continued tight controls and generation of income. The academy received a small loan from the ESFA to support cashflow in year 2018-19. The academy has been able to pay this ahead of schedule. Again, a testament to the tight financial controls that the academy has embedded. This loan was helpful, however, it is in no way sufficient to address all funding challenges. It does not support, for example, IT infrastructure replacement at end of life or premises maintenance (for an Estate with high numbers of listed buildings and associated challenges).

Income Generation: Rental of the Lodge and other letting of facilities bring reliable income. Highdown School Sport and Leisure Ltd opened its doors in September 2014 as a wholly owned subsidiary of the Academy with a view to maximising potential income as well as community access to sporting facilities. This has successfully seen revenue generated which is being put back into the facility and donated to the academy. Highdown continues to market this resource for community provision and to secure funds for the academy. Planned extension of flood-lit provision continues to be hampered by planning constraints. Despite significant interruption to operations this year, HSL still managed to make a significant donation back to the academy in 2020.

Lack of support again from EFSA in 2020 for a bid to replace dangerous and out of date roofs and changing facilities has reduced our income this year. We are currently appealing this decision based on our belief that material evidence has not been considered. We have support from the local MP for this bid as the provision for swimming and other low-cost fitness provision is a matter of concern for local residents.

Reviewing Controls and managing risks: The academy produces regular budget reports and cash flow reports for leadership consideration. Effective purchase requisitioning processes are in place for all budget holders. The process has integral checks and balances in place to ensure that best value is sought at every turn. Year-end audit demonstrates excellent practice (Governors' Committee reports verify).

Streamlining of systems has occurred to target impact of spend on education. Systems are under continual review. Technology has been maximised to reduce costs – further streamlining of information management packages will improve provision and value.



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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**Review of value for money (continued)**

The academy faces many challenges over the next 12 months:

- Provision for our expanded PAN over time, especially for our 6th form
- Working with ESFA to properly resource the academy to provide for our students' education
- Reduced funding for post 16 students has reduced the per capita funding for our post 16 courses. We have marketed strongly in the local area to attract students. Threats of competition locally remain, and we are committed to maintaining our market position
- Increases in employers pension contributions, NI and significant unfunded pay awards have increased our staffing costs
- Develop the estates to provide income and resources for the academy
- Providing a robust IT network and sufficient devices for staff and students to work remotely when the need arises again.

Despite these challenges, the academy is confident that the good financial controls demonstrated in previous years will be successful again in managing cash flow appropriately.

**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 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 Highdown School and Sixth Form Centre for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

**Capacity to handle risk**

The Board of Trustees has reviewed the key risks to which the Academy 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 ongoing process for identifying, evaluating and managing the Academy's significant risks that has been in place for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the Board of Trustees.

**The risk and control framework**

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

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the Board of Trustees
- regular reviews by the Finance and General Purposes Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes
- setting targets to measure financial and other performance
- clearly defined purchasing (asset purchase or capital investment) guidelines
- identification and management of risks

The Board of Trustees has decided not to appoint an internal auditor. However, the Trustees have appointed Ms Ginny Monro, a Trustee, to carry out a programme of internal checks.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**GOVERNANCE STATEMENT (CONTINUED)**

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**The risk and control framework (continued)**

The reviewer's role includes giving advice on financial and other matters and performing a range of checks on the Academy's financial systems.

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

The Governing Body has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the Trustees have appointed Ms Ginny Monro, a Governor, as Responsible Officer (RO). The RO's role includes giving advice on financial matters and performing a range of checks on the Academy's financial systems. In particular the checks carried out in the current period included:

Academy Risk Register  
Income and Expenditure Control of Highdown Sport and Leisure

**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:

- on discharge of the Board of Trustees financial decisions to help the committee consider actions and assess year on year progress
- the work of the reviewer;
- the work of the external auditor;
- the work of the executive managers within the Academy who have responsibility for the development and maintenance of the internal control framework.

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the Finance, Staffing and Premises Committee and the Teaching and Learning Committee, and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the Board of Trustees on 19th January 2021  
their behalf by:

and signed on



**Mr A Rajantie**  
Chair of Trustees



**Rachel Cave**  
Accounting Officer

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**

**(A company limited by guarantee)**

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**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As accounting officer of Highdown School and Sixth Form Centre I have considered my responsibility to notify the Academy 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 received by the Academy, under the funding agreement in place between the Academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

I confirm that I and the Academy Board of Trustees are able to identify any material irregular or improper use of all funds by the Academy, or material non-compliance with the terms and conditions of funding under the Academy's funding agreement and the Academies Financial Handbook 2020.

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.



**Rachel Cave**

Accounting Officer

Date: 19th January 2021

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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

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

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

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

The Headteacher, Deputy Headteachers and School Manager are responsible for ensuring that in their conduct and operation the Group and the charitable company apply financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from ESFA/DfE have been applied for the purposes intended.

The Headteacher, Deputy Headteachers and School Manager are responsible for the maintenance and integrity of the corporate and financial information included on the group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the members of the Board of Trustees on 19 Jan 2021 and signed on its behalf by:



**Mr A Rajantie**  
Chair of Governors

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**

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**Opinion**

We have audited the financial statements of Highdown School and Sixth Form Centre (the 'parent Academy') and its subsidiaries (the 'Group') for the year ended 31 August 2020 which comprise the Consolidated Statement of Financial Activities, the Consolidated balance sheet, the Academy balance sheet, the Consolidated statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

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

**Basis for opinion**

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

**Conclusions relating to going concern**

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

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

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
HIGHDOWN SCHOOL AND SIXTH FORM CENTRE (CONTINUED)**

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**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. Other information includes the Reference and administrative details, the Trustees' report including the Strategic report, and the Governance statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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

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

- the information given in the Trustees' Report including the Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the 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 our knowledge and understanding of the Group and the parent Academy and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the 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:

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

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
HIGHDOWN SCHOOL AND SIXTH FORM CENTRE (CONTINUED)**

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**Responsibilities of trustees**

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

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

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an 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 financial statements.

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

**Use of our report**

This report is made solely to the Academy's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Academy's members those matters we are required to state to them in an 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 Academy and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF  
HIGHDOWN SCHOOL AND SIXTH FORM CENTRE (CONTINUED)**

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*Alastair Lyon*

**Alastair Lyon (Senior statutory auditor)**

for and on behalf of  
**Crowe U.K. LLP**

Statutory Auditor

Aquis House

49-51 Blagrove Street

Reading

Berkshire

RG1 1PL

Date: 27 January 2021



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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HIGHDOWN SCHOOL AND SIXTH FORM CENTRE AND THE EDUCATION AND SKILLS FUNDING AGENCY**

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

This report is made solely to Highdown School and Sixth Form Centre and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Highdown School and Sixth Form Centre 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 Highdown School and Sixth Form Centre and ESFA, for our work, for this report, or for the conclusion we have formed.

**Respective responsibilities of Highdown School and Sixth Form Centre's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Highdown School and Sixth Form Centre's funding agreement with the Secretary of State for Education, dated [enter date here] and the Academies Financial Handbook, extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

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

**Approach**

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

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

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

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

**Conclusion**

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

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HIGHDOWN  
SCHOOL AND SIXTH FORM CENTRE AND THE EDUCATION & SKILLS FUNDING AGENCY  
(CONTINUED)**

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*Crowe U.K. LLP*

Reporting Accountant

**Crowe U.K. LLP**

Statutory Auditor

Date: 27 January 2021

**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income and endowments from:</b>						
Charitable activities	3	176,377	7,486,584	112,561	7,775,522	7,395,758
Other trading activities	4	242,343	-	-	242,343	300,597
Investments	5	2,763	-	-	2,763	2,555
Other income		21,393	-	-	21,393	5,765
<b>Total income and endowments</b>		<b>442,876</b>	<b>7,486,584</b>	<b>112,561</b>	<b>8,042,021</b>	<b>7,704,675</b>
<b>Expenditure on:</b>						
Raising funds		79,735	-	-	79,735	142,505
Charitable activities		374,594	7,414,692	336,016	8,125,302	7,587,764
<b>Total expenditure</b>		<b>454,329</b>	<b>7,414,692</b>	<b>336,016</b>	<b>8,205,037</b>	<b>7,730,269</b>
<b>Net movement in funds before other recognised gains/(losses)</b>		<b>(11,453)</b>	<b>71,892</b>	<b>(223,455)</b>	<b>(163,016)</b>	<b>(25,594)</b>
<b>Other recognised gains/(losses):</b>						
Actuarial losses on defined benefit pension schemes	24	-	(441,000)	-	(441,000)	(483,000)
<b>Net movement in funds</b>		<b>(11,453)</b>	<b>(369,108)</b>	<b>(223,455)</b>	<b>(604,016)</b>	<b>(508,594)</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		291,615	(3,584,481)	14,805,006	11,512,140	12,020,734
Net movement in funds		(11,453)	(369,108)	(223,455)	(604,016)	(508,594)
<b>Total funds carried forward</b>		<b>280,162</b>	<b>(3,953,589)</b>	<b>14,581,551</b>	<b>10,908,124</b>	<b>11,512,140</b>

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 31 to 58 form part of these financial statements.

**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 07398941**

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

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	12	15,026,947	15,119,657
		<u>15,026,947</u>	<u>15,119,657</u>
<b>Current assets</b>			
Debtors	14	135,500	232,216
Cash at bank and in hand		530,768	644,217
		<u>666,268</u>	<u>876,433</u>
Creditors: amounts falling due within one year	15	(292,091)	(737,950)
<b>Net current assets</b>		<u>374,177</u>	<u>138,483</u>
<b>Total assets less current liabilities</b>		<u>15,401,124</u>	<u>15,258,140</u>
Creditors: amounts falling due after more than one year	16	(350,000)	(350,000)
<b>Net assets excluding pension liability</b>		<u>15,051,124</u>	<u>14,908,140</u>
Defined benefit pension scheme liability	24	(4,143,000)	(3,396,000)
<b>Total net assets</b>		<u><u>10,908,124</u></u>	<u><u>11,512,140</u></u>
<b>Funds of the Academy</b>			
Endowment funds	18	14,581,551	14,805,006
<b>Restricted funds:</b>			
Restricted income funds	18	189,411	(188,481)
Restricted funds excluding pension asset	18	189,411	(188,481)
Pension reserve	18	(4,143,000)	(3,396,000)
<b>Total restricted funds</b>	18	<u>(3,953,589)</u>	<u>(3,584,481)</u>
<b>Unrestricted income funds</b>	18	<u>280,162</u>	<u>291,615</u>
<b>Total funds</b>		<u><u>10,908,124</u></u>	<u><u>11,512,140</u></u>

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 07398941**

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**CONSOLIDATED BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2020**

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The financial statements on pages 25 to 58 were approved by the Trustees, and authorised for issue on 19 January 2021 and are signed on their behalf, by:



**Mr A Rajantie**  
Chair of Governors

The notes on pages 31 to 58 form part of these financial statements.

**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 07398941**

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

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	12	15,026,947	15,119,657
Investments	13	1	1
		<u>15,026,948</u>	<u>15,119,658</u>
<b>Current assets</b>			
Debtors	14	179,720	423,550
Cash at bank and in hand		478,022	449,225
		<u>657,742</u>	<u>872,775</u>
Creditors: amounts falling due within one year	15	(283,567)	(734,293)
<b>Net current assets</b>		<u>374,175</u>	<u>138,482</u>
<b>Total assets less current liabilities</b>		<u>15,401,123</u>	<u>15,258,140</u>
Creditors: amounts falling due after more than one year	16	(350,000)	(350,000)
Defined benefit pension scheme liability	24	(4,143,000)	(3,396,000)
<b>Total net assets</b>		<u><u>10,908,123</u></u>	<u><u>11,512,140</u></u>
<b>Funds of the Academy</b>			
Restricted fixed asset funds	18	14,581,551	14,805,006
<b>Restricted funds:</b>			
Restricted funds excluding pension liability	18	189,409	(188,481)
Pension reserve	18	(4,143,000)	(3,396,000)
<b>Total restricted funds</b>	18	<u>(3,953,591)</u>	<u>(3,584,481)</u>
Unrestricted income funds			
General funds	18	280,163	291,615
Unrestricted funds excluding pension asset	18	280,163	291,615
<b>Total unrestricted income funds</b>	18	<u>280,163</u>	<u>291,615</u>
<b>Total funds</b>		<u><u>10,908,123</u></u>	<u><u>11,512,140</u></u>

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 07398941**

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**ACADEMY BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2020**

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The financial statements on pages 25 to 58 were approved by the Trustees, and authorised for issue on 19 January 2021 and are signed on their behalf, by:



**Mr A Rajantie**  
Chair of Governors

The notes on pages 31 to 58 form part of these financial statements.

**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
(A company limited by guarantee)

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

	Note	2020 £	2019 £
<b>Cash flows from operating activities</b>			
Net cash (used in)/provided by operating activities	20	(34,365)	169,177
<b>Cash flows from investing activities</b>	21	(79,084)	192,724
<b>Change in cash and cash equivalents in the year</b>		(113,449)	361,901
Cash and cash equivalents at the beginning of the year		644,217	282,316
<b>Cash and cash equivalents at the end of the year</b>	22, 23	<u>530,768</u>	<u>644,217</u>

The notes on pages 31 to 58 form part of these financial statements



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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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**1. Accounting policies**

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

**1.1 Basis of preparation of financial statements**

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

Highdown School and Sixth Form Centre meets the definition of a public benefit entity under FRS 102.

The Consolidated statement of financial activities (SOFA) and Consolidated balance sheet consolidate the financial statements of the Academy and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Academy has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of financial activities in these financial statements.

**1.2 Going concern**

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Academy to continue as a going concern.

The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

The Covid 19 pandemic was declared in March 2020 and resulted in the closure of schools in the UK. The majority of income for the academy is from government funding and this has not been impacted by the pandemic. The sports centre had to temporarily close in line with government regulations, with its staff placed on furlough. However, the sports centre has since reopened and all staff have returned from furlough.

The Trustees have concluded that the Academy has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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

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**1. Accounting policies (continued)**

**1.3 Income**

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

- **Grants**

Grants are included in the Consolidated 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 Consolidated statement of financial activities in the year for which it is receivable and any abatement in respect of the year 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.

- **Sponsorship income**

Sponsorship income provided to the Group which amounts to a donation is recognised in the Consolidated statement of financial activities in the year in which it is receivable (where there are no performance-related conditions) where receipt is probable and it can be measured reliably.

- **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.

Where the donated good is a fixed asset it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be 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.

- **Other income**

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

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**HIGHDOWN SCHOOL AND SIXTH FORM CENTRE**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**1. Accounting policies (continued)**

**1.4 Expenditure**

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

- **Expenditure on raising funds**

This includes all expenditure incurred by the Group 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 Group's educational operations, including support costs and costs relating to the governance of the Group apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.

**1.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**1.6 Tangible fixed assets**

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

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Consolidated 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 Consolidated statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

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

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**1. Accounting policies (continued)**

**1.6 Tangible fixed assets (continued)**

Depreciation is provided on the following bases:

Freehold Buildings	- 2% straight line
Furniture and equipment	- 10% straight line
Plant and machinery	- 10% straight line
Computer 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 Consolidated statement of financial activities.

**1.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

**1.8 Debtors**

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

**1.9 Cash at bank and in hand**

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

**1.10 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 Group 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.

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**1. Accounting policies (continued)**

**1.11 Financial instruments**

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

*Financial assets* - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments. Amounts due to the Academy's wholly owned subsidiary are held at face value less any impairment.

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 as detailed in notes 15 and 16. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument. Amounts due to the Academy's wholly owned subsidiary are held at face value less any impairment.

**1.12 Pensions**

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

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

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the Group in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Consolidated 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.

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**1. Accounting policies (continued)**

**1.13 Fund accounting**

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

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

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

**2. Critical accounting estimates and areas of judgment**

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

Critical accounting estimates and assumptions:

The Academy 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 24, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

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**3. Funding for the Academy's Educational Operations**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	6,811,662	-	6,811,662
Capital grants	-	-	112,561	112,561
Other DfE/EFA grants	-	183,431	-	183,431
Special Educational Projects	-	151,192	-	151,192
Other grant	-	340,299	-	340,299
Trip income	156,258	-	-	156,258
Coronavirus Job Retention Scheme grant	20,119	-	-	20,119
<b>Total 2020</b>	<b>176,377</b>	<b>7,486,584</b>	<b>112,561</b>	<b>7,775,522</b>
	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	6,134,482	-	6,134,482
Capital grants	-	-	477,618	477,618
Other DfE/EFA grants	-	231,883	-	231,883
Special Educational Projects	-	154,434	-	154,434
Other grant	-	166,571	-	166,571
Trip income	230,770	-	-	230,770
<b>Total 2019</b>	<b>230,770</b>	<b>6,687,370</b>	<b>477,618</b>	<b>7,395,758</b>

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**4. Income from other trading activities**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Facilities and Services	92,754	<b>92,754</b>
Lettings	37,705	<b>37,705</b>
Income from Sports Centre	111,884	<b>111,884</b>
<b>Total 2020</b>	<b>242,343</b>	<b>242,343</b>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Facilities and Services	71,509	71,509
Lettings	49,492	49,492
Income from Sports Centre	179,596	179,596
<i>Total 2019</i>	<i>300,597</i>	<i>300,597</i>

**5. Investment income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Investment income	2,763	<b>2,763</b>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Investment income	2,555	2,555



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**6. Expenditure**

	Staff Costs 2020 £	Other 2020 £	Total 2020 £
Expenditure on raising funds			
Direct costs	78,296	1,439	79,735
Activities:			
Direct costs	5,426,964	880,516	6,307,480
Support costs	1,059,962	757,860	1,817,822
<b>Total 2020</b>	<b>6,565,222</b>	<b>1,639,815</b>	<b>8,205,037</b>

	Staff Costs 2019 £	Premises 2019 £	Other 2019 £	Total 2019 £
Expenditure on raising funds				
Direct costs	97,848	-	44,657	142,505
Activities:				
Direct costs	4,894,910	-	945,172	5,840,082
Support costs	1,013,114	509,398	225,170	1,747,682
<b>Total 2019</b>	<b>6,005,872</b>	<b>509,398</b>	<b>1,214,999</b>	<b>7,730,269</b>

**7. Analysis of expenditure by activities**

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £
Educational Operations	6,307,480	1,817,822	8,125,302

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**7. Analysis of expenditure by activities (continued)**

	<i>Activities undertaken directly 2019 £</i>	<i>Support costs 2019 £</i>	<i>Total funds 2019 £</i>
Educational Operations	5,840,082	1,747,682	7,587,764

**Analysis of direct costs**

	<i>Total funds 2020 £</i>	<i>Total funds 2019 £</i>
Defined benefit pension scheme costs	65,000	69,000
Staff costs	5,426,964	4,903,127
Depreciation	287,118	240,836
Educational supplies	322,633	402,352
Examination fees	110,295	124,948
Staff development and agency staff	54,483	63,109
Other direct costs	40,987	36,710
<b>Total 2020</b>	<b>6,307,480</b>	<b>5,840,082</b>

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**7. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Staff costs	1,059,962	1,013,114
Recruitment and support	22,293	23,843
Maintenance of premises and equipment	298,170	368,319
Cleaning	6,665	7,569
Rent and rates	97,247	97,179
Insurance	28,364	27,252
Security and transport	30,017	18,612
Professional consulting costs	4,626	3,708
Catering	50,964	19,588
Other support costs	214,089	156,671
Other governance	5,425	11,827
	<b>1,817,822</b>	<b>1,747,682</b>

**8. Net (expenditure)/income**

Net (expenditure)/income for the year includes:

	<b>2020 £</b>	<b>2019 £</b>
Depreciation of tangible fixed assets	262,015	240,836
Fees paid to auditor for:		
- audit	14,250	14,135
- other services	-	1,820

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**9. Staff**

**a. Staff costs**

Staff costs during the year were as follows:

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
Wages and salaries	4,816,388	4,624,615	4,746,149	4,542,540
Social security costs	485,570	450,172	480,811	444,541
Pension costs	1,263,264	931,085	1,259,997	929,160
	<u>6,565,222</u>	<u>6,005,872</u>	<u>6,486,957</u>	<u>5,916,241</u>

**b. Staff numbers**

The average number of persons employed by the Group and the Academy during the year was as follows:

	<b>Group 2020 No.</b>	<i>Group 2019 No.</i>
Teachers	90	91
Administration and support	84	84
Management	8	8
	<u>182</u>	<u>183</u>

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**9. Staff (continued)**

**c. Higher paid staff**

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

	<b>Group 2020 No.</b>	<i>Group 2019 No.</i>
In the band £60,001 - £70,000	<b>1</b>	<i>2</i>
In the band £70,001 - £80,000	<b>2</b>	<i>1</i>
In the band £110,001 - £120,000	<b>1</b>	<i>1</i>
	<hr/> <hr/>	<hr/> <hr/>

**d. Key management personnel**

The key management personnel of the Academy comprise the Headteacher, Deputy Headteachers and School Manager as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy was £443,766 (2019 £406,528).

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**10. Trustees' remuneration and expenses**

One or more Trustees has been paid remuneration or has received other benefits from an employment with the Academy. The principal and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment. The value of Trustees' remuneration and other benefits was as follows:

		2020 £	2019 £
R Cave	Remuneration	110,000 - 115,000	110,000 - 115,000
	Pension contributions paid	25,000 - 30,000	15,000 - 20,000
R Sadler	Remuneration	40,000 - 45,000	35,000 - 40,000
	Pension contributions paid	5,000 - 10,000	5,000 - 10,000
L Gannon	Remuneration		15,000 - 20,000
	Pension contributions paid		0 - 5,000
M Grantham	Remuneration	75,000 - 80,000	70,000 - 75,000
	Pension contributions paid	15,000 - 20,000	10,000 - 15,000
T Taylor (Spouse to Chair of Governors)	Remuneration		25,000 - 30,000
	Pension contributions paid		5,000 - 10,000
J Reid	Remuneration	70,000 - 75,000	65,000 - 70,000
	Pension contributions paid	15,000 - 20,000	10,000 - 15,000
S Stevens	Remuneration	40,000 - 45,000	40,000 - 45,000
	Pension contributions paid	5,000 - 10,000	5,000 - 10,000

During the year ended 31 August 2020, no Trustee expenses have been incurred (2019 - £NIL).

**11. Trustees' and Officers' insurance**

In accordance with normal commercial practice, the Group has purchased insurance to protect Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2020 was £2,310 (2019 - £2,280). The cost of this insurance is included in the total insurance cost.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**12. Tangible fixed assets**

**Group and Academy**

	Freehold property £	Furniture and equipment £	Plant and machinery £	Computer equipment £	Total £
<b>Cost or valuation</b>					
At 1 September 2019	17,031,199	203,806	258,484	367,964	17,861,453
Additions	11,254	-	95,511	87,643	194,408
At 31 August 2020	17,042,453	203,806	353,995	455,607	18,055,861
<b>Depreciation</b>					
At 1 September 2019	2,222,872	187,234	7,398	324,292	2,741,796
Charge for the year	202,578	6,318	35,339	42,883	287,118
At 31 August 2020	2,425,450	193,552	42,737	367,175	3,028,914
<b>Net book value</b>					
At 31 August 2020	14,617,003	10,254	311,258	88,432	15,026,947
At 31 August 2019	14,808,327	16,572	251,086	43,672	15,119,657

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**NOTES TO THE FINANCIAL STATEMENTS  
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**13. Fixed asset investments**

<b>Academy</b>	<b>Investments in subsidiary companies £</b>
<b>Cost or valuation</b>	
At 1 September 2019	1
<b>At 31 August 2020</b>	<u>1</u>

**14. Debtors**

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
<b>Due within one year</b>				
Trade debtors	64,264	23,988	63,403	20,156
Amounts owed by group undertakings	-	-	45,367	195,165
Other debtors	13,409	43,345	13,408	43,346
Prepayments and accrued income	57,827	164,883	57,542	164,883
	<u>135,500</u>	<u>232,216</u>	<u>179,720</u>	<u>423,550</u>

**15. Creditors: Amounts falling due within one year**

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
Trade creditors	35,097	201,727	26,572	198,069
Other taxation and social security	115,229	108,638	115,229	108,638
Local authority loan (unsecured)	100,000	260,001	100,000	260,000
Accruals and deferred income	41,765	167,584	41,766	167,586
	<u>292,091</u>	<u>737,950</u>	<u>283,567</u>	<u>734,293</u>



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**16. Creditors: Amounts falling due after more than one year**

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
Local authority loan (unsecured)	<b>350,000</b>	<i>350,000</i>	<b>350,000</b>	<i>350,000</i>

The Local Authority Loan represents continuance of the existing liability of the school to pay £50,000 per financial year in respect of the contribution towards borrowing costs for the School Assembly Hall building cost, for a period of 14 years with the first payment being made on 30 September 2011. All subsequent payments are to be made on 30 September in each year.

The loan from the ESFA provided during the prior year was a long term advance of fundings. This was repaid in full during the year.

**17. Financial instruments**

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
<b>Financial assets</b>				
Financial assets measured at amortised cost	<b>530,768</b>	<i>711,550</i>	<b>478,022</b>	<i>340,755</i>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**18. Statement of funds**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
<b>Unrestricted funds</b>						
General Funds - all funds	291,615	442,876	(454,329)	-	-	280,162
<b>Restricted fixed asset funds</b>						
DfE/EFA capital grants	382,646	112,561	(48,898)	(446,309)	-	-
Local government loan	(450,000)	-	-	-	-	(450,000)
In kind support - buildings	14,872,360	-	(287,118)	446,309	-	15,031,551
	<u>14,805,006</u>	<u>112,561</u>	<u>(336,016)</u>	<u>-</u>	<u>-</u>	<u>14,581,551</u>
<b>Restricted general funds</b>						
General annual grant	(193,518)	6,847,662	(6,469,770)	-	-	184,374
Other DfE/EFA grants	5,037	638,922	(638,922)	-	-	5,037
Pension reserve	(3,396,000)	-	(306,000)	-	(441,000)	(4,143,000)
	<u>(3,584,481)</u>	<u>7,486,584</u>	<u>(7,414,692)</u>	<u>-</u>	<u>(441,000)</u>	<u>(3,953,589)</u>
<b>Total funds</b>	<u>11,512,140</u>	<u>8,042,021</u>	<u>(8,205,037)</u>	<u>-</u>	<u>(441,000)</u>	<u>10,908,124</u>

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**18. Statement of funds (continued)**

**Total funds analysis by academy**

Fund balances at 31 August 2020 were allocated as follows:

	2020 £	2019 £
Highdown School and Sixth Form Centre	469,573	103,134
Pension reserve	(4,143,000)	(3,396,000)
<b>Total</b>	<b>(3,673,427)</b>	<b>(3,292,866)</b>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**18. Statement of funds (continued)**

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

	<i>Balance at 1 September 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2019 £</i>
<b>Unrestricted funds</b>						
General Funds	369,822	539,688	(617,895)	-	-	291,615
Other General funds	-	-	-	-	-	-
	<u>369,822</u>	<u>539,688</u>	<u>(617,895)</u>	<u>-</u>	<u>-</u>	<u>291,615</u>
<b>Endowment funds</b>						
DfE/EFA capital grants	-	477,618	(94,972)	-	-	382,646
Local government loan	(450,000)	-	-	-	-	(450,000)
In kind support - buildings	15,073,044	-	(240,554)	39,870	-	14,872,360
	<u>14,623,044</u>	<u>477,618</u>	<u>(335,526)</u>	<u>39,870</u>	<u>-</u>	<u>14,805,006</u>
<b>Restricted general funds</b>						
General annual grant	(347,132)	6,134,481	(5,940,997)	(39,870)	-	(193,518)
Other DfE/EFA grants	-	552,888	(547,851)	-	-	5,037
Pension reserve	(2,625,000)	-	(288,000)	-	(483,000)	(3,396,000)
	<u>(2,972,132)</u>	<u>6,687,369</u>	<u>(6,776,848)</u>	<u>(39,870)</u>	<u>(483,000)</u>	<u>(3,584,481)</u>
<b>Total funds</b>	<u>12,020,734</u>	<u>7,704,675</u>	<u>(7,730,269)</u>	<u>-</u>	<u>(483,000)</u>	<u>11,512,140</u>

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**19. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	-	15,026,947	15,026,947
Current assets	334,162	327,502	4,604	666,268
Creditors due within one year	(54,000)	(138,091)	(100,000)	(292,091)
Creditors due in more than one year	-	-	(350,000)	(350,000)
Provisions for liabilities and charges	-	(4,143,000)	-	(4,143,000)
<b>Total</b>	<b>280,162</b>	<b>(3,953,589)</b>	<b>14,581,551</b>	<b>10,908,124</b>

**Analysis of net assets between funds - prior period**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Tangible fixed assets	106,500	-	15,013,157	15,119,657
Current assets	291,615	342,968	241,849	876,432
Creditors due within one year	(106,501)	(531,449)	(100,000)	(737,950)
Creditors due in more than one year	-	-	(350,000)	(350,000)
Provisions for liabilities and charges	-	(3,396,000)	-	(3,396,000)
Other unallocated	1	-	-	1
<b>Total</b>	<b>291,615</b>	<b>(3,584,481)</b>	<b>14,805,006</b>	<b>11,512,140</b>

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**20. Reconciliation of net expenditure to net cash flow from operating activities**

	2020 £	2019 £
Net expenditure for the period (as per Statement of financial activities)	(163,016)	(25,594)
<b>Adjustments for:</b>		
Depreciation	287,118	240,836
Capital grants from DfE and other capital income	(112,561)	(477,618)
Dividends, interest and rents from investments	(2,763)	(2,555)
Defined benefit pension scheme movements	306,000	288,000
Decrease/(increase) in debtors	96,716	(102,583)
(Decrease)/increase in creditors	(445,859)	248,691
<b>Net cash (used in)/provided by operating activities</b>	<b>(34,365)</b>	<b>169,177</b>

**21. Cash flows from investing activities**

	Group 2020 £	Group 2019 £
Dividends, interest and rents from investments	2,763	2,555
Purchase of tangible fixed assets	(194,408)	(287,449)
Capital grants from DfE Group	112,561	477,618
<b>Net cash (used in)/provided by investing activities</b>	<b>(79,084)</b>	<b>192,724</b>

**22. Analysis of cash and cash equivalents**

	Group 2020 £	Group 2019 £
Cash in hand	530,768	644,217
<b>Total cash and cash equivalents</b>	<b>530,768</b>	<b>644,217</b>

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**23. Analysis of changes in net debt**

	At 1 September 2019 £	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	644,217	(113,449)	530,768
	<u>644,217</u>	<u>(113,449)</u>	<u>530,768</u>

**24. Pension commitments**

The Academy'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 the Royal County of Berkshire Pension Scheme.. Both are multi-employer defined benefit schemes.

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016. The subsequent triennial valuations of the pension schemes are not yet available.

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

**Teachers' Pension Scheme**

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

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

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**24. Pension commitments (continued)**

**Valuation of the Teachers' Pension Scheme**

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

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

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

The employer's pension costs paid to TPS in the year amounted to £835,106 (2019 - £544,270).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (<https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx>).

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The Group has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Group 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 contribution made for the year ended 31 August 2020 was £ - (2019 - £220,000), of which employer's contributions totalled £187,000 (2019 - £165,880) and employees' contributions totalled £ 59,000 (2019 - £54,120). The agreed contribution rates for future years are 17.2% per cent for employers and 5.5% to 12.5% per cent for employees.

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

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.



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**24. Pension commitments (continued)**

**Principal actuarial assumptions**

	2020	2019
	%	%
Rate of increase in salaries	3.25%	3.70%
Rate of increase for pensions in payment/inflation	2.25%	2.20%
Discount rate for scheme liabilities	1.60%	1.90%

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

	2020	2019
	Years	Years
<i>Retiring today</i>		
Males	21.5	22.1
Females	24.1	24.0
<i>Retiring in 20 years</i>		
Males	22.9	23.7
Females	25.5	25.8

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

	2020	2019
	£	£
Equities	1,269,000	1,220,000
Other bonds	285,000	318,000
Property	308,000	276,000
Cash and other liquid assets	206,000	172,000
Target return portfolio	67,000	105,000
Commodities	8,000	13,000
Infrastructure	159,000	214,000
Longevity insurance	(129,000)	(127,000)
<b>Total market value of assets</b>	<b>2,173,000</b>	<b>2,191,000</b>

The actual return on scheme assets was £97,000 (2019 - £125,000).

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**24. Pension commitments (continued)**

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

	2020 £	2019 £
Current service cost	(428,000)	(321,000)
Past service cost	-	(62,000)
Interest cost	(63,000)	(67,000)
Administrative expenses	(2,000)	(2,000)
<b>Total amount recognised in the Consolidated Statement of Financial Activities</b>	<b>(493,000)</b>	<b>(452,000)</b>

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

	2020 £	2019 £
<b>At 1 September</b>	<b>5,587,000</b>	<b>4,550,000</b>
Current service cost	428,000	321,000
Interest cost	106,000	120,000
Employee contributions	59,000	54,000
Actuarial losses	178,000	555,000
Estimated benefits paid net of transfers	(96,000)	(75,000)
Past service costs	-	62,000
<b>At 31 August</b>	<b>6,262,000</b>	<b>5,587,000</b>

Changes in the fair value of the Group's share of scheme assets were as follows:

	2020 £	2019 £
<b>At 1 September</b>	<b>2,191,000</b>	<b>1,925,000</b>
Interest income	43,000	53,000
Actuarial (losses)/gains	(263,000)	72,000
Employer contributions	187,000	164,000
Employee contributions	59,000	54,000
Benefits paid	(96,000)	(75,000)
Administration expenses	(2,000)	(2,000)
<b>At 31 August</b>	<b>2,119,000</b>	<b>2,191,000</b>

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**25. Operating lease commitments**

At 31 August 2020 the Group and the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>Group 2020 £</b>	<i>Group 2019 £</i>	<b>Academy 2020 £</b>	<i>Academy 2019 £</i>
Not later than 1 year	<b>44,352</b>	<i>44,352</i>	<b>15,616</b>	<i>15,616</i>
Later than 1 year and not later than 5 years	<b>71,490</b>	<i>71,490</i>	<b>6,117</b>	<i>6,117</i>
	<b>115,842</b>	<i>115,842</i>	<b>21,733</b>	<i>21,733</i>

**26. Members' liability**

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

**27. Related party transactions**

Owing to the nature of the Academy 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 trustees have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the Academy's financial regulations and normal procurement procedures relating to connected and related party transactions.

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**13. Fixed asset investments (continued)**

**28. Principal subsidiaries**

The following was a subsidiary undertaking of the Academy:

<b>Name</b>	<b>Company number</b>	<b>Charity registration number</b>	<b>Registered office or principal place of business</b>
Highdown Sports and Leisure Limited	09104080	N/A	Highdown School and Sixth Form Centre, Surley Row, Emmer Green, Reading, RG4 8LR
<b>Holding</b>	<b>Included in consolidation</b>		
100%	Yes		

The financial results of the subsidiary for the year were:

<b>Name</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Net assets £</b>
Highdown Sports and Leisure Limited	132,002	(132,002)	1