

Company Registration Number: 07687583 (England and Wales)

LIGHT HALL SCHOOL
(A Company Limited by Guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2017

LIGHT HALL SCHOOL
(A Company Limited by Guarantee)

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REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 AUGUST 2017

Members

Andrew Hobday
Christine Thomas
Elizabeth Baker

Governors

Annette Kimblin
Christine Thomas, Chair
Ann Hunter
Stefan March
Jane Spicer
Joanna Tomkinson
Elizabeth Baker
Andrew Hobday
Michella Lea (resigned 21 March 2017)
Richard Hart
Jacqueline Allen
Andrew Johnson
Catherine Brumwell (resigned 15 June 2017)

Company registered number

07687583

Company name

Light Hall School

Principal and registered office

Hathaway Road, Shirley, Solihull, West Midlands, B90 2PZ

Senior management team

AB Kimblin, Headteacher
R Barr, Deputy Headteacher
R McCrainor, Assistant Headteacher
R Hall, Assistant Headteacher
S Brookes, Assistant Headteacher
K Mohomed, Assistant Headteacher

Independent auditors

Moore Stephens LLP, 35 Calthorpe Road, Edgbaston, Birmingham, West Midlands, B15 1TS

Bankers

Lloyds Bank plc, Poplar Road, Solihull, Birmingham, West Midlands, B91 3AN

Solicitors

Browne Jackson, Victoria Square House, Victoria Square, Birmingham, West Midlands, B2 4BU

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS GOVERNORS AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2017**

Advisers (continued)

Responsible Officer

Solihull Audit Services, Solihull Metropolitan Borough Council, PO Box 9, Solihull, West Midlands, B91 9QU

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GOVERNORS' REPORT
FOR THE YEAR ENDED 31 AUGUST 2017

The Governors present their annual report together with the financial statements and auditor's report of the charitable company for the 1 September 2016 to 31 August 2017. The Annual Report serves the purposes of both a Governors' Report, and a Directors' report under company law.

The trust operates an academy for pupils aged 11 to 16. During the academic year 2015/16 there were 1158 pupils on roll, pupils attending are from South Solihull, South Birmingham and further afield.

Principal activities

The Academy Trust's principal activities are specifically restricted to advance, for the public benefit, education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, managing and developing a school offering a broad and balanced curriculum.

The Academy Trust operates under a Funding Agreement issued by the Department for Education on 29 July 2011 and commenced operations on 1 August 2011.

Structure, governance and management

a. CONSTITUTION

The Academy is a charitable company limited by guarantee and an exempt charity.

The charitable company's Memorandum of Association and articles of association are the primary governing document of the academy trust.

The company was incorporated on 29 June 2011. On 1 August 2011 Light Hall School converted from a specialist college to academy trust under the Academies Act 2010 and all the operations, and assets and liabilities were transferred to Light Hall School from the Governors of Light Hall School.

The Governors of Light Hall School are also the directors of the charitable company for the purpose of company law.

Details of the Governors who served during the are included in the Reference and administrative details on page 1.

b. MEMBERS' LIABILITY

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

In accordance with normal commercial practice the Academy Trust has purchased insurance to protect governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy Trust business.

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GOVERNORS' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2017

c. METHOD OF RECRUITMENT AND APPOINTMENT OR ELECTION OF GOVERNORS

The Governors are directors of the charitable company for the purposes of the Companies Act 2006 and Trustees for the purposes of charity legislation. The governors who were in office at 31 August 2017 and served throughout the year, except where shown, are listed on page 1.

The Members may appoint Governors but this will not be subject to any maximum. They may appoint staff Governors through such processes as they may determine. Provided that the total number of governors (including the Head Teacher), who are employees of the Academy Trust does not exceed one third of the total number of governors. The Head Teacher shall be treated for all purposes as being an ex-officio governor. There will be a minimum of 2 parent governors who shall be elected by parents of registered students at the Academy. The governors may appoint up to 3 co-opted governors.

d. POLICIES AND PROCEDURES ADOPTED FOR THE INDUCTION AND TRAINING OF GOVERNORS

New governors attend full governing body meetings and subsequently populate committees, often according to interests and personal expertise. Each new governor has a nominated mentor governor and training is offered each term by Governor Services and appropriate records are kept of this. Copies of policies, handbooks and literature are disseminated throughout the year.

e. ORGANISATIONAL STRUCTURE

A unified leadership structure operates to help improve the way the Academy is run. The structure consists of Governors and the Senior Leadership Team. The aim of the management structure is to devolve responsibility and encourage decision making at all levels.

The governors are responsible for the strategic development of the Academy, adopting an annual School Improvement Plan (SIP) and budget, monitoring the Academy by the use of budgets and management accounts and making major decisions about the direction of the Academy, capital expenditure and senior staff appointments.

To ensure an efficient and effective committee structure with the Academy's School Improvement Plan at its core, there are governor committees responsible for strategy and finance, pay and student discipline.

The core Senior Leadership Team is made up of the Head Teacher, Deputy Head Teacher and 4 Assistant Head Teachers. These leaders direct the Academy at an executive level implementing the policies laid down by the governors and reporting back to them. The Senior Leaders are responsible for the authorisation of spending within agreed budgets and appointment of staff, though appointment boards for posts of the Head of Faculty and above appointments always contain a governor. Some spending control is devolved to members of the Senior Leadership Team, with limits above which the Head Teacher must countersign. The Head Teacher is the accounting officer in the academy. This is all detailed in the Financial Scheme of Delegation.

f. PAY POLICY FOR KEY MANAGEMENT PERSONNEL

Arrangements for setting the pay and remuneration of the academy's key management personnel are reviewed by the Strategy and Finance Committee and approved by the full Governing Body. The Academy has chosen to follow the pay arrangements for maintained schools in England and Wales for teachers and support staff. The Academy's teachers' pay policy is based on the nationally agreed pay scales as outlined in the School Teachers' Pay and Conditions Document. The Academy's support staff pay policy is based on the Solihull Metropolitan Borough Council pay structure which uses a nationally negotiated local government pay spine for its basis.

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GOVERNORS' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2017

g. CONNECTED ORGANISATIONS, INCLUDING RELATED PARTY RELATIONSHIPS

As part of its operation the Academy liaises with organisations such as the Local Authority as well as with other education providers and trainers such as local schools, further education institutions and universities and independent educational consultants. These links are maintained in the interests of supporting good practice and information sharing and consolidate well established mutually supportive associations. None of these relationships impact on the Academies operational policies.

Objectives and Activities

a. OBJECTS AND AIMS

For the academic year 2016/17, the Academy's main objectives were encompassed in its mission statement and in the fulfilment of its motto 'The best from everyone, all of the time' which encompasses Light Hall's aspiration to be a leading, innovative academy, demonstrating excellence in all that it does.

Underpinning this are the core values of excellence, love of learning, high aspirations and expectations, sound moral compass, care and respect and active participation. Each of the leaves of the Light Hall 'tree' emblem represents one of these core values with excellence being the gold leaf, pointing to the sky.

The academy's aim is that every student leaves us, not only having achieved their full potential academically, but with a lifelong love of learning, a sound moral compass and high aspirations and expectations of themselves. Care and respect for others and our environment are the given norm at Light Hall and there is an expectation that everyone will participate actively and positively in the life of our learning community.

To this end the activities provided include:

- Tuition and learning opportunities for all students to attain the highest standard in academic qualifications
- Training opportunities for all staff, to encourage them to be effective models of learning and development
- Specialist activities in all curricular areas
- A programme of sporting and after-school extra curricular activities for all students to widen their experiences
- A system of pre and after-school clubs to allow students to develop as learners
- Community learning links that can support other learners in Shirley and surrounding areas

b. OBJECTIVES, STRATEGIES AND ACTIVITIES

For the academic year 2016/17 the academy continued to follow the 2015/18 school improvement plan.

The main objectives for the year were stated in the School Improvement Plan 2015-18, along with actions required.

The overriding aims include:

- Students exceed expected levels of progress
- All leaders and managers are highly ambitious for pupils and lead by example
- There is a pursuit of excellence in all of the school's activities
- Learning and teaching are of the highest quality, all groups of students learn exceptionally
- Students have a real pride in the school, they demonstrate excellent conduct, well manners and punctuality. Parents, staff and pupils are reservedly positive about behaviour and safety.

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GOVERNORS' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2017

c. PUBLIC BENEFIT

The governors have taken The Charity Commission's specific guidance on public benefit (contained within the guidance document "The Advancement of Education for the Public Benefit") into consideration in preparing their statements on public benefit contained within this governors' annual report.

The Trust Governors have complied with the duty in the Section 17 of the Charities Act 2011, to have due regard to public benefit guidance published by the Charity Commission in exercising their powers and duties. In particular the Governors consider how planned activities will contribute to the aims and objectives they have set. The Academy has provided a fully comprehensive education to all pupils in its care. It fully complies with all statutory guidance and seeks to support its wider educational objective via a strong community role.

Strategic report

Achievements and performance

The academic year 2016-17 saw a continued trend of positive outcomes for our students.

a. KEY PERFORMANCE INDICATORS

66% of students achieved a grade 4 or better in English and maths, which is above the national average. 28% of all students achieved the English Baccalaureate, which is an increase on last year. The Progress 8 measure was -0.07 and the Attainment 8 measure was 46.6 points, again above the national average.

b. GOING CONCERN

After making appropriate enquiries, the Governing Body has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing its financial statements.

Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

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GOVERNORS' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2017

c. REVIEW OF ACTIVITIES

Most of the Academy's income is obtained from the Department for Education (DfE) via the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the year ended 31 August 2017 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

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

During the year ended 31 August 2017, total expenditure of £5,803,080 was less than recurrent grant funding from the DfE together with other incoming resources. The surplus of income over expenditure before other recognised gains and losses was £31,042.

At 31 August 2017 the net book value of fixed assets was £20,589,557 and movements in tangible fixed assets are shown in note 14 to the financial statements. The assets were used exclusively for providing education and the associated support services to the students of the Academy.

Investments consists of short term deposits which have been classified as an investment as the academy's intention is to continue to re-invest these funds.

Financial review

a. RESERVES POLICY

The Governors review the reserves levels of the academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Governors have determined that an appropriate level of free reserves should be equivalent to 1 weeks expenditure approximately £100,000. The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The academy's current level of free reserves (total funds less the amount held in fixed assets and restricted funds) is £202,839.

The Academy's share of the Local Government Pension Scheme deficit is £1,853,000 as at 31 August 2017. The Governors have agreed to fund this deficit in accordance with the recommendations of the latest actuarial valuation carried out on 31 August 2017. Further details are provided in note 22.

b. INVESTMENTS POLICY

The Governors' policy is to invest any surplus funds in low risk short term bank deposits.

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GOVERNORS' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2017

c. PRINCIPAL RISKS AND UNCERTAINTIES

The Governors have responsibility for assessing the strategic risks to which the Academy is exposed and have a risk register which produces a systematic analysis of all risks, placing them in priority order. It is reviewed annually and will be updated during the academic year 2017/18.

The governors are implementing a number of systems to assess the risks the Academy faces, especially in the strategic risk areas and in relation to the control of finance. They have introduced systems, including operational procedures and internal financial controls in order to minimise risk. The Academy has an effective system of internal financial controls and this is explained in more detail in this report.

The Governors consider that the principal risks and uncertainties facing the Academy are:

- Meeting requisite standards of education for students in core subjects
- Complying with legislative requirements regarding employment law, data protection, discrimination, Companies House and HMRC, child protection, the Charity commission and the National Curriculum.
- Financial risk – not operating within its budget and running a deficit, changes in funding, inappropriate or insufficient financial controls and systems, fraudulent activity and or financial commitments made without adequate authorisation
- Operational risks resulting from inexperienced or inappropriate staff being employed and inaccurate, out of date or inappropriate information

The key controls used by the academy include:

- Detailed terms of reference for all committees
- Formal agendas for the academy board and committees
- Schemes of delegation and formal financial regulations
- Formal written policies
- Clear authorisation and approval levels
- Policies and procedures required by law to protect the vulnerable

Plans for future periods

a. FUTURE DEVELOPMENTS

The main objectives for 2017/18 are stated in the School Improvement Plan.

FUNDS HELD AS CUSTODIAN

The Academy and its Governors do not act as the Custodian Trustees of any other Charity or funds.

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GOVERNORS' REPORT (continued)
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DISCLOSURE OF INFORMATION TO AUDITORS

Insofar as the Governors are aware:

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

AUDITORS

Moore Stephens LLP, were selected as the school's chosen auditors following a tendering process in 2014/15, to audit the accounts for the academic year 2016/17.

The Governors' Report, incorporating a strategic report, was approved by order of the Governing Body, as the company directors, on 7 December 2017 and signed on its behalf by:


Christine Thomas
Chair of Trustees

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GOVERNANCE STATEMENT

SCOPE OF RESPONSIBILITY

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

The Governing Body 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 Light Hall School and the Secretary of State for Education. They are also responsible for reporting to the Governing Body any material weaknesses or breakdowns in internal control.

GOVERNANCE

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

Governor	Meetings attended	Out of a possible
Annette Kimblin	8	8
Christine Thomas, Chair	7	8
Ann Hunter	2	8
Stefan March	4	8
Jane Spicer	6	8
Joanna Tomkinson	2	8
Elizabeth Baker	8	8
Andrew Hobday	6	8
Michella Lea	0	4
Richard Hart	8	8
Jacqueline Allen	8	8
Andrew Johnson	8	8
Catherine Brumwell	4	5

The Pay Committee is also a sub-committee of the main Governing Body.

Attendance at meetings in the year was as follows:

Governor	Meetings attended	Out of a possible
Jane Spicer	1	1
Andrew Hobday	1	1
Richard Hart	1	1