

**Company Registration No: 07531811 (England and Wales)**

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Annual report and financial statements**

**Year Ended 31 August 2013**

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Contents**

---

	Page
Reference and administrative information	1
Report of the Governors	2
Governance Statement	14
Statement on Regularity, Propriety and Compliance	18
Statement of Governors' Responsibilities	19
Independent Auditor's Report on the Financial Statements	20
Independent Auditor's Report on Regularity	21
Statement of financial activities	23
Balance sheet	24
Cash flow statement	25
Notes to the financial statements, incorporating:	
Accounting policies	26
Other notes to the financial statements	28

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Reference and administrative details of the Academy, its Governors and Advisors**

---

<b>Governors (Members)</b>	R Tee K L Robinson (Resigned 11 December 2012) C Tuckley S Burton
<b>Governors (Directors)</b>	S Burton S Case S Coles B Davies (Resigned 28 November 2012) P Felts (Resigned 20 March 2013) C Ison B Jackson R Marks C Purcell M Quinton S Rowe S Azzopardi (Appointed 17 October 2012) P Silver L Horsburgh (Appointed 13 January 2013; Resigned 26 June 2013) K Larcombe Tee (Appointed 13 January 2013) K L Robinson (Resigned 11 December 2012) R Tee C Tuckley J Powles (Appointed 26 June 2013)
<b>Chair</b>	S Burton
<b>Responsible officer</b>	M Quinton
<b>Senior managers</b>	
• <b>Head teacher</b>	S Case
• <b>Deputy head teacher</b>	C Purcell
• <b>Assistant head teachers</b>	S Baxendale P Felts (Resigned 8 March 2013) M Raven (Appointed 15 April 2013)
• <b>School business manager</b>	S Roberts
<b>Registered office</b>	Dulwich Hamlet Junior School Dulwich Village London SE21 7AL
<b>Company number</b>	07531811 (England and Wales)
<b>Auditors</b>	Menzies LLP Lynton House 7-12 Tavistock Square London WC1H 9LT
<b>Bankers</b>	Royal Bank of Scotland Sheffield Attercliffe Branch 747 Attercliffe Road Sheffield S9 3RF
<b>Solicitors</b>	Baker Small Solicitors Exchange House 494 Midsummer Boulevard Milton Keynes MK9 2EA

# **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

## **Report of the Governors for the year ended 31 August 2013**

---

The Governors present their report together with the financial statements of the charitable company for the year to 31 August 2013.

The financial statements have been prepared in accordance with the accounting policies on pages 25 and 26 of the attached financial statements and comply with the charitable company's memorandum and articles of association, the Companies Act 2006 and the requirements of the Statement of Recommended Practice "Accounting and Reporting by Charities" as issued in March 2005 ('SORP 2005 – 2<sup>nd</sup> edition).

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

#### **Constitution**

The Academy is a company limited by guarantee with no share capital (registration number 07531811) and is an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the Academy. The articles of association require the members of the charitable company to appoint at least three governors to become members of the trust and to be responsible for the statutory and constitutional affairs of the charitable company and the management of the Academy.

#### **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.

#### **Governors**

Certain Governors as disclosed on page 1 are Members of the charitable company for the purposes of the Companies Act 2006.

The Governors who were in office at 31 August 2013 and served throughout the year, except where shown, are listed on page 1.

During the period under review the Governors held six meetings of the full governing body together with regular meetings of four main committees and other working parties. Details of attendance at meetings is given in the Governance Statement.

#### **Method of Recruitment and Appointment or Election of Trustees**

The election of Governors and the terms of office are laid out in the Articles of Association. The Governing Body is made up of representatives from staff, parents and the community and are elected to serve a four year term. They can stand for re-election if desired. This is in accordance with paragraphs 45 – 59 of the Academy Funding Agreement which sets out in detail the rules on the number, types and methods of appointment of Governors.

# **Dulwich Hamlet Educational Trust**

## **(A company limited by guarantee)**

### **Report of the Governors**

#### **for the year ended 31 August 2013**

---

#### **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 and educational, legal and financial matters. All new Governors will be given a tour of the Academy and the chance to meet with 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.

#### **Organisational structure**

The management structure consists of two levels, the Board of Governors (the Company Directors) and the Core Leadership Team. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Governors are responsible for setting general policy, adopting an annual plan and budget, monitoring the Academy by the use of budgets and making major decisions about the direction of the Academy, capital expenditure and senior staff appointments.

The Core Leadership Team consists of the Head Teacher who is the Accounting Officer, the Deputy Head Teacher, the two Assistant Head Teachers and the School Business Manager. These managers control the Academy at an executive level implementing the policies laid down by the Governors and reporting back to them. As a group the Core Leadership Team is responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment boards for posts in the Core Leadership Team always contain a Governor. These managers are also responsible for the day to day operation of the Academy, in particular organising the teaching staff, facilities and students.

#### **Risk Management**

The Academy's Governors have conducted a thorough review of the risks faced as an academy.

The Governors have assessed the major risks to which the Academy is exposed and in particular those relating to the teaching, provision of facilities and other operational areas of the Academy and its finances. The Governors have implemented a number of systems to assess risks that the school face, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finances. In the last year, the school has increased still further its safeguarding procedures including publishing a revised Safeguarding Policy.

They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls (see Governance Statement) in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls and this is explained in more detail in "The Risk and Control Framework" within the Governance Statement.

**Dulwich Hamlet Educational Trust  
(A company limited by guarantee)**

**Report of the Governors  
for the year ended 31 August 2013**

---

**Objectives and Activities**

**Objects, aims and objectives**

The charitable company was created with the objective to advance for the public benefit education in the United Kingdom, in particular, but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum (“the Academy”).

**Public Benefit**

In setting the objectives the Governors have given careful consideration to the Charity Commission’s general guidance on public benefit.

**Achievements and performance**

The Academy receives funding for the provision of education from the Department for Education (DfE) via the Education Funding Agency (EFA), (previously the Young People’s Learning Agency – “YPLA”).

**KS2 2012 Results**

	<b>Reading Test 2013</b>	<b>Writing Test Teacher Assesment</b>	<b>SPAG</b>	<b>Maths Test 2013</b>
<b>Level 4+</b>	<b>97%</b>	<b>92%</b>	<b>84%</b>	<b>97%</b>
<b>Level 5+</b>	<b>74%</b>	<b>56%</b>	<b>61%</b>	<b>61%</b>
<b>Level 6</b>	<b>3%</b>	<b>9%</b>	<b>6%</b>	<b>22%</b>
<b>2 Levels Progress</b>	<b>96%</b>	<b>99%</b>	<b>x</b>	<b>94%</b>
<b>3 Levels Progress</b>	<b>39%</b>	<b>49%</b>	<b>x</b>	<b>44%</b>

**KS1 to KS2 APS (progress measure) 16.9 to 31.2**

We are pleased to report that attainment and progress remains significantly above national averages and that excellent ‘value added’ is the school’s best ever.

The Director of Education for Southwark wrote to the Head Teacher in the Autumn Term to congratulate the school including governors, staff and pupils, for the outstanding results for 2013.

By the end of the academic year, we had achieved almost all objectives contained in the School Development Plan: in particular the policy development of a new Pay and Appraisal Policy in line with new legislation, and the embedding of a new teacher appraisal system which increased the opportunities for teaching staff to demonstrate their progress towards their own targets.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Report of the Governors**  
**for the year ended 31 August 2013**

---

**Achievements and performance (continued)**

Regular meetings between the Core Leadership Team and individual teachers resulted in clear moderated evidence on teacher performance that is essential when making future pay decisions. The introduction of a new planning template and use of the '5 Min Lesson Plan (optional) ensured that differentiated planning activities were recorded. Planning was more regularly monitored, by the Leadership Team, and as part of the overall lesson feedback provided to teachers.

Other SDP objectives achieved included developing a Humanities Curriculum that makes more meaningful links between history, geography, RE and global citizenship, embedding pupil voice in all curriculum monitoring, and a much greater focus upon on the Ofsted Framework in staff and governor training; skilling up teachers and governors to be active participants when responding to Ofsted Inspectors.

By the end of the year, there was far greater consistency in presentation in Literacy books which helped subject leaders not only comment positively on these improvements, it also allowed the leadership team to monitor pupil progress more effectively. Maths showed better use of open ended thinking tasks where there was a requirement for children to apply their mathematical knowledge and skills to solve problems and explain their thinking.

**Staffing**

Historically there is low staff turnover at The Hamlet; at the start of the year we were able to welcome two new class teachers and a supernumerary GTP teacher. During the course of the year we advertised for an Assistant Head/ Head of ICT who replaced Paul Felts who relocated to Canada. The Trustees were very sad to lose Paul, but the recruitment process undertaken proved highly successful in generating a very competent field from which we were able to recruit Mark Raven who took up his post in April 2013. The impact on leadership has been negligible and Mark is continuing to provide the school with an excellent range of leadership and ICT skills.

**Admissions**

As usual we were oversubscribed for September 2013. However as a result of four highly informative Open Days in October and November 2012, where the Head teacher and Chrissie Purcell were forceful in communicating the likelihood of gaining a place, as well as what to do if a place were not offered, there were no appeals for places in July. Admissions is an area that continues to be contentious and we are pleased that the Governing Body gave the school the go ahead to tighten up on those applications which use deliberately false or misleading addresses.

We have taken four pupils with Statements of Special Need into Year 3 and have increased staff support in this year group in order to meet the complex medical and behavioural needs of the children

**Dulwich Hamlet Educational Trust  
(A company limited by guarantee)**

**Report of the Governors  
for the year ended 31 August 2013**

---

**Secondary leavers**

**SECONDARY TRANSFER 2012- 2013**

Alleyns	2
Dulwich College	4
Grey Coats Hospital School	2
Haberdasher Askes	1
Harris Girls	1
St Olaves and St Saviours	1
St Dunstons	8
City of London	1
Sydenham High Girls	3
The Charter	52
Kingsdale	2
Whitgift	1
Others	10

**The school has continued to increase still further its broad enriched and “glittering” curriculum:**

**Musical Achievement**

In addition to over 270 children learning musical instruments taught during the core school day and taught by specialist peripatetic music teachers, there were frequent opportunities for musical performance in concerts, competitions and events.

Because of the large number of children learning instruments, the school is an examination centre for Associated Board of the Royal Schools of Music and Trinity Guildhall. In our ABRSM exams our woodwind and string players achieved 5 Distinctions, 17 Merits and 27 passes, grades 1-4. Our brass players in their Trinity Guildhall exams achieved 17 distinctions, 7 merits and 2 passes, grades 1-4.

The musical calendar started with children performing at The Scoop outside City Hall as part of the Thames Festival. Over ninety children learnt a large repertoire of songs to perform at The O2 Young Voices, which has now become a regular and very popular event. From this event, our school was one of only two specifically selected to perform with the Young Voices team and Randolph Matthews at the More London Festival at the Scoop in July.

Groups of children sung carols at Dulwich Picture Gallery which ended the autumn term with great community spirit.

The Fusion Group, made up of our gifted and talented musicians, developed an original composition under the leadership of Lauren Brant,



## **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

### **Report of the Governors for the year ended 31 August 2013**

---

#### **Musical Achievement (continued)**

They were invited to perform at Music for Youth's National Festival in Birmingham, following a successful performance at the Regional Festival. At the National Festival they were awarded the Innovation award. They were subsequently selected to perform at the School's Prom at the Royal Albert Hall in November 2013. Other musical events included our Early Music Ensemble's performance at the Dulwich Festival Youth Gala Festival and a performance by the Clarinet Choir both at Kingsdale School. Our annual Recorder Festival was a two day event featuring an Inter Schools Recorder Concert and workshop and Children's Recorder Concert. We worked with the early music ensembles Flautotonic and Baroque Encounter and children had the opportunity to play the recorder accompanied by a harpsichordist and listen to a performance by professional recorder players. An article was written about the festival and published in the periodical 'The Recorder Magazine'.

At the Christmas and Summer concerts musicians played with great confidence, involving ensembles, soloists and steel pans, and at the rain drenched May Fair our Steel Pans managed to make the sun come out through their joyful playing.

At the Michael Croft Theatre, a small group of musicians performed key parts of the musical score of the Shakespeare 4 Kidz version of Romeo and Juliet whilst all the children sung and danced with great gusto, including some exceptional soloists.

Our youngest Year 3 pupils attended a special concert at the Royal Festival Hall introducing them to the sound of big orchestral music.

#### **Sporting Achievement**

There were a huge amount of children who were given the opportunity to represent the school in a variety of sports including: football, hockey, netball, cricket, cross country, athletics, swimming and benchball. During the year, seventy per cent of the entire school represented the school in a sport. In the coming year, we will look to increase that figure and aim to give every child the opportunity to represent the school or play a sport in a competitive environment against other schools.

We were successful across a variety of sports with different year groups having different strengths. During the year, our Year 4 football team won the Alleyn's tournament they attended. The Year 5 and Year 6 teams both finished as runners-up and received silver medals. Our girls' team were also strong, finishing third out of ten schools in the Japs tournament.

In cricket, we won the Maurice Fulcher Tournament for Southwark schools and proceeded to the regional finals where we finished second to Belleville school from Wandsworth. The Southwark cross country event at Burgess Park was a huge success with pupils from Dulwich Hamlet winning the Year 5 boys, Girls, Year 6 boys and girls races and the school winning the overall trophy. Furthermore, in the Southwark indoor athletics tournament for Years 5 and 6 Dulwich Hamlet came first out of eight schools

We also put in strong performances in the South of the River galas hosted by Jags, finishing as by far the best performing state school. Overall we came fourth out of seventeen schools, ahead of Alleyn's.

#### **Trips, Visitors and Special Events**

To ensure that the pupils' educational experiences are as rich as possible, the staff arranged a wide variety of experiences that support the learning in school.

## **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

### **Report of the Governors for the year ended 31 August 2013**

---

#### **Achievements and performance (continued)**

Last year events arranged included: a trip to The Shard, the British Museum, working with The Globe Theatre on a special community engagement project, Butser Farm to support studies of the Celts, the Churchill War Rooms for Y6 World War 2 studies, Hampton Court for Year 5 Tudor Life, The Chapel in Dulwich College, and the Brixton Mosque. We visited Dulwich Picture Gallery and Dulwich Park on numerous occasions to support a number of curriculum areas.

Special themed days when the children dressed up and had a series of themed events were: Victorian Day, Roman and Celt Day, Greek Day, Decades Day and India Day.

In school we engaged in Parliament Week during which the children listened to talks from Tessa Jowell MP, Dora Dixon Fyle MBE (Cabinet Member for Children's Services in Southwark) and Jon Piennar a Political Correspondent. There was an African themed Christmas Performance involving the whole school, and African drumming and dance workshops contributed to make the children's performances more vivid.

We invited in Mexicolore (South American studies) and The Magic Lantern Company (art appreciation), as well as a "crawl in" Planetarium to support science in Year 4.

During the year the teachers also organised an International Day when each class was responsible for "a stall" for a particular country. The Fair raised geographical and cultural awareness of countries in all five continents

#### **Science Week June 2013**

Staff and pupils enjoyed a memorable 'Science week' over a two week period in the summer term. The theme was Medicine and Health and almost every curriculum subject was taught with a link to both, resulting in an interactive and informative display in Griffin Hall.

The whole school enjoyed a trip to the Old Operating Theatre at London Bridge where they learnt about medicine and medical operations prior to the twentieth century. Whilst there the children made herbal remedies and were invited to watch a mock operation involving an amputation. Several Hamlet pupils were excellent patients despite being horrified at the equipment that would have been used to perform such operations.

In teams each class completed an assault course – blindfolded! This was not only an exercise to promote healthy activity it relied upon teamwork and co-operation. In addition after completing the course the teams had to put up and take down a tent.

We are fortunate to have many parents and carers who work in the medical profession and who were prepared to come into school to talk to the students. The children had the opportunity to learn about the role of a surgeon, a nurse, a GP, psychologist and midwife to name a few. They were engaged in practical sessions e.g. listening to heartbeats using a stethoscope as well as learning about the roles of many different professions and the history of medicine.

To celebrate the success of 'Science Week' some excellent reports and biographies were written as well as beautiful and thought provoking art work and of course lots of science information was displayed.

## **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

### **Report of the Governors for the year ended 31 August 2013**

---

#### **Enrichment Week Summer term 2013**

The tenth Enrichment programme at the Hamlet was again a huge success, the biggest ever this year. We were able to offer the children a choice of thirty two activities to take part in on four Friday afternoons. The programme incorporated the many talents of the staff as well as our parents, carers and the local community.

The children had a choice of ten different sports, two types of dance and Glee, a wide range of art activities from 'patterns and colour' to painting portraits. In addition the children could learn to write a play, learn a language, make a comic, cook and bake as well as carry out exploding science experiments and learn basic first aid.

During 'Enrichment Fridays' the Hamlet was alive with groups of children learning a new skill or developing an existing one. New friendships were made as the children were grouped according to their choice rather than by age or ability. Strong links were built within the community including the local squash club and secondary school

#### **London Children's Flower Society competitions**

Each year the Hamlet has entered the 'Spring Bulb' and 'Summer Flower' competitions. These competitions are organised for schools across London. The society was founded by the late Queen Mother after the Second World War. She felt London would benefit from flowers in the spring and summer and thought children would like the opportunity to learn about plants and planting and as the generation of the future make the city a nice place to live. The Hamlet pupils are encouraged to look after their year group flowerbed. This year we achieved 33 Gold awards, 5 Silver and 3 Bronze for our bulbs. We were awarded a 'Silver' certificate overall for our efforts this year, taking into account the difficult growing situation with so much building work going on.

#### **LAMDA Speaking of Verse and Prose and Acting Exams and Drama**

We continue to be a LAMDA examination centre, with Year 4 (new to LAMDA exams this year) Year 5 and 6 pupils examined in the Speaking of Verse and Prose and the introduction of Acting exams to the Hamlet for Year 5 and 6. All students successfully passed, all achieving Merits or Distinctions in a total of one hundred and fifty two exams. LAMDA continues to expand at the school with over seventy children due to take exams in December and the continuation of Acting exams in the new year.

Opportunities for dramatic performance were as evident as ever in class assemblies, visits to The Unicorn Theatre and the Year 6 musical production of Romeo and Juliet. Year 6 were visited by the Young Shakespeare company who performed Macbeth to support the year group's Shakespearean studies.

#### **Charity Fundraising**

Throughout the year, staff pupils and parents raised funds for a number of local, national, and international causes. The Harvest Assembly raised awareness of the need for food banks in the local area and children donated food and toiletries for the Food Bank in South Norwood.

## **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

### **Report of the Governors for the year ended 31 August 2013**

---

#### **Charity Fundraising (continued)**

The Macmillan coffee morning raised a record amount of money, over £500, for Macmillan cancer research. Generous staff donated cakes and served coffee to the parents and carers as they came into school. We don't make a charge for the tea, coffee or cake but ask for a donation and this year everyone was very generous. Each year more and more people are affected by cancer in some way this was an easy and most enjoyable way to raise much needed funds

Other charities supported were: Link Romania where children are asked to fill a Family Shoebox for families in Eastern Europe for Christmas, St Martins in the Field Homeless at Christmas Appeal, and Comic Relief. We also collected clothing donations for a village in the Ivory Coast that our school chef comes from. Paul arranged and paid for the shipment to his village.

#### **International Links**

During the course of the year the school hosted three sets of visitors: a delegation of 15 teachers keen to find out we taught literacy, specifically reading, a delegation of doctorate teachers from the University of Kentucky finding out more about the Academies programme and secondary school students from Denmark

#### **PTA**

The school's PTA saw some major changes this year with a new Chair and Treasurer taking up their roles. By the end of the year it was clear that they had worked extremely hard and organised some great fundraising and social events including the Christmas Fayre, the May Fair, Quiz Night, supporting at various school functions and running the year at the Y6 production of Romeo and Juliet at the Michael Croft Theatre at Alleyns School. They also produced a Year Book for the Year 6 leavers, a wonderful memento of the children's time at the school.

#### **Inclusion Matters**

A key focus in the course of the year was on closing the gap for pupils in receipt of Pupil Premium funding, and ensuring the school could meet the needs of the enhanced numbers of pupils with Statements of Special Educational Need (particularly in light of upcoming legislative changes).

##### **1. Ensuring progress**

In addition to the provision of targeted intervention groups and individual tuition all pupils had an assigned "champion". This was an informally assigned member of the school staff who, in addition to tracking the child's progress (separate from and additional to other rigorous methods of data analysis), developed an informal link with the pupil and regularly talked with the pupil about their targets and ambitions for the future. For example our school keeper (and school football coach) was paired with a child with huge sporting potential and, on the way to football matches, chatted to the pupil about their academic progress.

##### **2. Increased participation in wider school opportunities**

We were able to engage harder to reach parents and to facilitate enhanced pupil access to the wider, extended school curriculum by providing subsidised music lessons, and free places at after school clubs such as art, drama, tag rugby and ICT animation. This resulted in a substantial increase in participation by pupils and facilitated enhanced interaction with parents regarding academic targets and home support.

## **Dulwich Hamlet Educational Trust (A company limited by guarantee)**

### **Report of the Governors for the year ended 31 August 2013**

---

#### **Inclusion Matters (continued)**

By the end of the year it resulted in the school being identified by the NLE (National Leaders in Education) as being a system leader that meets the national criteria to become a pupil premium system leader. Furthermore we were invited to join the Mayor of London's Gold Club scheme "championing schools which achieve excellence, especially for disadvantaged pupils.

The number of pupils with **Statements of Special Educational Need** within the school increased year on year, and is statistically higher than the Southwark average. We currently have 4.4% of pupils in year 3 with a statement of SEN (as opposed to the Southwark average which is around 2%). Projected figures for 2013/14 are the same with a probable further increase in 2014/15.

The embedding of Inclusion systems and policies and their confident, forceful application was a key focus last year. We have added to this, in the current academic year, by enhancing our team of school specialists (Education Psychology, Autism specialist, Speech and Language therapist) and deploying this multidisciplinary team to screen, assess and provide targets for our most needy pupils. Resources have also been deployed to create more highly differentiated (level 1) curricula in Literacy and Maths and into resourcing a newly created small classroom wherein staff will be able to meet the more specific needs of some of our pupils with Statements.

#### **Clubs and 'Breakfast and After School Care'**

After school and before school clubs included architecture, art, ballet, chess, community circuits, cookery (four times a week in the children's cookery room) cross country, debating, drama, film, football (three times a week), French, glee, graphics, ICT, magic, martial arts, mosaics, newspaper club, rugby, sewing, table tennis, tennis and yoga.

The Breakfast and After School Care provision doubled its average numbers during the course of the year, and proved increasingly popular for busy parents both from the Hamlet and from Dulwich Village Infant School. Any surplus funding that was made during the course of the year, was put back to purchase additional equipment for usage by BASC.

#### **Financial review and results for the year**

##### **Financial report for the period end 31 August 2013**

Most of the Academy's income is obtained from the Education Funding Agency (EFA), in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the EFA during the year ended 31 August 2013 and the associated expenditure are shown as restricted funds in the statement of financial activities.

During the period ended 31 August 2013, total expenditure of £2,318,700 was more than covered by recurrent grant funding from the EFA together with other incoming resources. The excess of income over expenditure for the period (excluding restricted fixed asset funds and related depreciation) was £63,581.

At 31 August 2013 the net book value of tangible fixed assets was £8,223,251 and the movements in tangible fixed assets shown in note 12 to the financial statements. The assets were used exclusively for providing education and the associated support services to the students of the Academy.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Report of the Governors**  
**for the year ended 31 August 2013**

---

**Reserves policy**

Details of the reserves are given in the financial statements. The majority of the reserves carried forward relate to the restricted fixed asset fund and unrestricted funding. The Academy however has the use of an annual contingency within its budget.

**Financial position**

The Academy held fund balances at 31 August 2013 of £8,219,393 comprising £7,848,953 of restricted funds and £370,440 of unrestricted funds. Included within restricted income funds is the Academy's share of the local authority (LGPS) defined benefit pension scheme deficit of £395,000.

**Plans for future periods**

During the year we completed major renovation works on three Year 3 classrooms, providing a complete boxing in of all external pipework and wiring, whilst retaining the considerable benefits of the Victorian dimensions of the space.

We also completed much of the total like for like replacement of over one hundred and twenty Victorian sash windows which was the result of a successful bid through the Academies Capital Maintenance Fund.

We tendered and appointed The Learning Escape to design and build a modular classroom to accommodate the 'bulge' class and the works were nearly completed by the end of the summer holidays. The resulting

The resulting building, The Burbage, is an impressive addition to The Hamlet.

In addition to continuing to provide an outstanding education for three hundred and sixty children, we plan to maintain investment in additional leadership and teaching capacity. This allows us to provide sufficient 'in house' release for members of our teaching staff, as well as further develop key curriculum areas such as music, ICT, media technology and sport.

As an Associate Primary Academy we supported schools which sought our advice or experience in matters associated with school autonomy and academy conversion,

We replaced all our Year 5 Whiteboards and upgraded the mobile cabinets and the laptops that they contained

We intend to make another bid to replace the roofs of the Victorian buildings which have proved to be each year more costly in terms of upkeep. We also plan to refurbish the Year 4 classrooms as we did the Year 3 and complete the furnishing of the Burbage classroom.

**Dulwich Hamlet Educational Trust  
(A company limited by guarantee)**

**Report of the Governors  
for the year ended 31 August 2013**

---

**Statement as to disclosure of information to the auditors**

The Governors who were in office at the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which the auditors are unaware. Each of the Governors have confirmed that they have taken all of the steps that they ought to have taken as Governors in order to make themselves aware of any relevant information and to establish that the auditor is aware of that information.

**Approval of the report**

The report of the Governors was approved and signed on its behalf by:

**S Burton  
Chair**

13 December 2013

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Governance Statement**  
**for the period ended 31 August 2013**

---

**Scope of Responsibility**

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

The governing body has delegated the day-to-day responsibility to the Head teacher, as accounting officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Dulwich Hamlet Educational Trust 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 6 times during the year. Attendance during the year at meetings of the governing body was as follows:

<b>Governor</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
R Tee	3	6
K L Robinson	1	2
C Tuckley	6	6
S Burton (Chair)	6	6
S Case (Staff Governor)	5	6
S Coles	4	6
B Davies	1	2
P Felts (Staff Governor)	3	3
C Ison	6	6
B Jackson	6	6
R Marks	6	6
C Purcell (Staff Governor)	4	4
M Quinton	3	6
S Rowe	5	6
S Azzopardi (Staff Governor)	4	6
P Silver	2	6
L Horsburgh	3	3
K Larcombe Tee	3	3
J Powles	1	1

The finance and general purposes committee is a sub-committee of the main board of trustees. Its purpose and terms of reference cover those of a typical audit committee.

Attendance at meetings in the year is given on the following page.



**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Governance Statement**  
**for the period ended 31 August 2013**

---

<b>Finance &amp; General Purposes Committee</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
C Tuckley	5	5
S Case	4	5
M Quinton	5	5
S Rowe	3	5
B Jackson	4	5
C Ison	3	5
S Azzopardi	2	5
L Horsburgh	1	5

The curriculum & standards committee is a sub-committee of the main board of trustees. Its purpose is to review the curriculum at the Academy and ensure standards in education are maintained.

Attendance at meetings in the year was as follows:

<b>Curriculum &amp; Standards Committee</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
S Rowe	3	3
S Case	3	3
S Burton	3	3
P Felts	2	2
R Marks	2	3
K Robinson	1	1
S Azzopardi	3	3
C Purcell	2	2
R Tee	2	3
J Powles	-	1
K Larcombe Tee	1	2

The personnel and salaries is a sub-committee of the main board of trustees. Its purpose is to discuss HR/personnel matters and agree the remuneration of the staff.

Attendance at meetings in the year was as follows:

<b>Personnel and Salaries</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
R Tee	3	4
S Case	4	4
S Coles	3	4
B Jackson	2	4
K Robinson	1	1
K Larcombe Tee	3	3
C Purcell	2	2

The premises committee is a sub-committee of the main board of trustees. Its purpose is to consider the capital investment programme, and make descisions on tender proposals for capital works.

Attendance at meetings in the year is given on the following page.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Governance Statement**  
**for the period ended 31 August 2013**

---

<b>Premises Committee</b>	<b>Meetings attended</b>	<b>Out of a possible</b>
R Marks	4	4
C Tuckley	3	4
S Case	3	4
P Silver	3	4
C Ison	4	4
P Felts	1	2
C Ison	4	4
J Powles	1	1
L Horsburgh	1	1
S Coles	4	4

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

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Dulwich Hamlet Educational Trust for the year ended 31 August 2013 and up to the date of approval of the annual report and financial statements.

**Capacity to Handle Risk**

The governing body has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The governing body is of the view that there is a formal on-going process for identifying, evaluating and managing the Academy trust's significant risks that has been in place for the year ending 31 August 2013 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the governing body.

**The Risk and Control Framework**

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

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

The governing body has considered the need for a specific internal audit function and has decided not to appoint an internal auditor in line with current guidance. However, the governors have appointed M Quinton, as Responsible Officer ('RO'). The RO's role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems. On a termly basis, the RO reports to the governing body on the operation of the systems of control and on the discharge of the governing body's financial responsibilities.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Governance Statement**  
**for the period ended 31 August 2013**

---

**The Risk and Control Framework (continued)**

The RO function has been based around the EFA's requirements.

The RO has been influential in moving the school from payments by cheques to all payments being made by BACS following the cheque fraud that the school were subject to last year. As part of this implementation the RO recommended new controls with regards to segregation of duties which have now been fully implemented within the school.

It is the intention for future RO visits to concentrate on the testing of the internal controls and to report these to the Governing Body on a regular basis.

**Review of Effectiveness**

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

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

The accounting officer has been advised of the implications of the result of these reviews of the system of internal control by the Finance and General Purposes Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the governing body on 13 December 2013 and signed on its behalf by:

**S Burton**  
Chair

**S Case**  
Accounting officer

**Dulwich Hamlet Educational Trust  
(A company limited by guarantee)**

**Statement on Regularity, Propriety and Compliance  
for the period ended 31 August 2013**

---

As accounting officer of Dulwich Hamlet Educational Trust I have considered my responsibility to notify the academy trust governing body and the Education Funding Agency of material irregularity, impropriety and non-compliance with EFA terms and conditions of funding, under the funding agreement in place between the Academy trust and the Secretary of State. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook.

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

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date.

**S Case**

Accounting officer  
13 December 2013

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Statement of Governors' Responsibilities**  
**for the period ended 31 August 2013**

---

The Governors (who act as trustees for charitable activities of Dulwich Hamlet Educational Trust and are also the directors of the charitable company for the purposes of company law) are responsible for preparing the governors' report and the financial statements in accordance with the Annual Accounts Requirements issued by the Education Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

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

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

Approved by order of the members of the governing body on 13 December 2013 and signed on its behalf by:

**S Burton**  
Chair

## **Independent Auditors' Report to the Members of Dulwich Hamlet Educational Trust (A company limited by guarantee)**

---

We have audited the financial statements of Dulwich Hamlet Educational Trust for the year ended 31 August 2013 on pages 23 to 42. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Governors' Responsibilities set out on page 18, the Governors (who are also the directors of the company 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.

Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm).

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Academies Accounts Direction 2013 issued by the EFA.

### **Opinion on other requirement of the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

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

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

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

**Christopher Evans FCA (Senior Statutory Auditor)**  
**For and on behalf of Menzies LLP**  
**Chartered Accountants**  
**Statutory Auditor**

Date:  
Lynton House  
7-12 Tavistock Square  
London  
WC1H 9LT

# **Independent Reporting Auditors' Assurance Report on Regularity to the Governing Body of Dulwich Hamlet Educational Trust and the Education Funding Agency**

---

In accordance with the terms of our engagement letter dated 21 December 2012 and further to the requirements of the Education Funding Agency (EFA) as included in the Academies Accounts Direction 2013, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Dulwich Hamlet Educational Trust during the period 1 September 2012 to 31 August 2013 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 the governing body and the EFA. Our work has been undertaken so that we might state to the governing body and the EFA those matters we are required to state to it 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 the governing body and the EFA, for our work, for this report, or for the conclusion we have formed.

## **Respective responsibilities of Dulwich Hamlet Educational Trust's accounting officer and the reporting auditor**

The accounting officer is responsible, under the requirements of Dulwich Hamlet Educational Trust's funding agreement with the Secretary of State for Education dated 31 March 2011 and the Academies Financial Handbook, extant from 1 September 2012, 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 2013. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2012 to 31 August 2013 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 2013 issued by the EFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

# Independent Reporting Auditors' Assurance Report on Regularity to the Governing Body of Dulwich Hamlet Educational Trust and the Education Funding Agency

---

## Approach (continued)

The work undertaken to draw to our conclusion includes:

- reviewing the Minutes of the meetings of the Governing Body and other evidence made available to us, relevant to our consideration of regularity;
- a review of the objectives and activities of the academy, with reference to the income streams and other information available to us as auditors of the academy;
- testing of a sample of payroll payments to staff;
- testing of a sample of payments to suppliers and other third parties;
- testing for a sample that the academy followed their procurement procedures;
- testing of a sample of grants received and other income streams;
- reviewing the Responsible Officer reports including findings; and
- making appropriate enquiries of the Accounting Officer.

## Opinion

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2012 to 31 August 2013 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

**Christopher Evans FCA (Senior Statutory Auditor)**  
**For and on behalf of Menzies LLP**  
**Chartered Accountants**  
**Statutory Auditor**

Date:  
Lynton House  
7-12 Tavistock Square  
London  
WC1H 9LT



**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Statement of financial activities (Including income and expenditure account)**  
**for the year ended 31 August 2013**

	Note	Unrestricted Funds £	Restricted General Funds £	Restricted Fixed Asset Funds £	Total 2013 £	Total 2012 £
<b>Incoming resources</b>						
<i>Incoming resources from generated funds:</i>						
Voluntary income	3	17,206	-	-	<b>17,206</b>	25,220
Activities for generating funds	4	103,322	-	-	<b>103,322</b>	72,017
Investment income		2,203	-	-	<b>2,203</b>	1,024
<i>Incoming resources from charitable activities:</i>						
Funding for the Academy's educational operations	5	212,804	2,067,065	450,689	<b>2,730,558</b>	2,285,036
<b>Total incoming resources</b>		<b>335,535</b>	<b>2,067,065</b>	<b>450,689</b>	<b>2,853,289</b>	<b>2,383,297</b>
<b>Resources expended</b>						
<i>Cost of generating funds:</i>						
Costs of generating voluntary income		53,430	-	-	<b>53,430</b>	54,295
<i>Charitable activities:</i>						
Academy's educational operations	7	217,694	1,932,356	100,742	<b>2,250,792</b>	2,134,857
<i>Governance costs</i>	8	-	14,478	-	<b>14,478</b>	10,924
<b>Total resources expended</b>	6	<b>271,124</b>	<b>1,946,834</b>	<b>100,742</b>	<b>2,318,700</b>	<b>2,200,076</b>
<b>Net incoming/(outgoing) resources before transfers</b>		64,411	120,231	349,947	<b>534,589</b>	183,221
<b>Transfers</b>						
Gross transfers between funds	15	-	(121,061)	121,061	-	-
<b>Net incoming/(outgoing) resources before other recognised gains and losses</b>		64,411	(830)	471,008	<b>534,589</b>	183,221
<b>Other recognised gains and losses</b>						
Opening deficit recognised in current period					-	(243,000)
Actuarial (losses) gains on defined benefit pension schemes	15, 24	-	17,000	-	<b>17,000</b>	(143,000)
<b>Net movement in funds</b>		<b>64,411</b>	<b>16,170</b>	<b>471,008</b>	<b>551,589</b>	<b>(202,779)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward at 1 September 2012	15	306,029	(389,493)	7,751,268	<b>7,667,804</b>	7,870,583
<b>Total funds carried forward at 31 August 2013</b>		<b>370,440</b>	<b>(373,323)</b>	<b>8,222,276</b>	<b>8,219,393</b>	<b>7,667,804</b>

All of the Academy's activities derive from continuing operations during the above two financial periods.

A Statement of Total Recognised Gains and Losses is not required as all gains and losses are included in the Statement of Financial Activities.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Balance sheet**  
**At 31 August 2013**

	Notes	2013 £	2013 £	2012 £	2012 £
<b>Fixed assets</b>					
Tangible assets	12		8,223,251		7,751,268
<b>Current assets</b>					
Debtors	13	97,986		127,857	
Cash at bank and in hand		<u>832,469</u>		<u>536,714</u>	
Total current assets		<u>930,455</u>		<u>664,571</u>	
<b>Liabilities:</b>					
<b>Creditors:</b> Amounts falling due within one year	14	<u>(539,313)</u>		<u>(354,035)</u>	
<b>Net current assets</b>			<u>391,142</u>		<u>310,536</u>
Total assets less current liabilities			8,614,393		8,061,804
<b>Net assets excluding pension liability</b>			8,614,393		8,061,804
Pension scheme liability	24		(395,000)		(394,000)
<b>Net assets including pension liability</b>			<u>8,219,393</u>		<u>7,667,804</u>
<b>Funds of the academy:</b>					
<b>Restricted funds</b>					
. Fixed asset fund(s)	15		8,222,276		7,751,268
. General fund(s)	15		21,677		4,507
. Pension reserve	15		<u>(395,000)</u>		<u>(394,000)</u>
<b>Total restricted funds</b>			<u>7,848,953</u>		<u>7,361,775</u>
<b>Unrestricted funds</b>					
. General fund(s)	15		370,440		306,029
Designated funds	15		-		-
<b>Total unrestricted funds</b>			<u>370,440</u>		<u>306,029</u>
<b>Total Funds</b>			<u>8,219,393</u>		<u>7,667,804</u>

The financial statements on pages 23 to 42 were approved by the Governors, and authorised for issue on 13 December 2013 and signed on their behalf by:

**S Burton**  
**Chair**

**Company Registration No: 07531811 (England and Wales)**

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Cash flow statement**  
**for the year ended 31 August 2013**

---

		2013 £	2012 £
<b>Net cash inflow from operating activities</b>	18	415,588	389,762
<b>Returns on investments and servicing of finance</b>	19	2,203	1,024
<b>Capital (expenditure)/income</b>	20	(122,036)	(97,653)
<b>(Decrease) / increase in cash in the year</b>	21	<u>295,755</u>	<u>293,133</u>
<b>Reconciliation of net cash flow to movement in net funds</b>			
Net funds at 1 September 2012		536,714	243,581
<b>Net funds at 31 August 2013</b>		<u>832,469</u>	<u>536,714</u>

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 August 2013**

---

**1 Accounting policies**

**1.1 Basis of accounting**

The financial statements have been prepared under the historical cost convention in accordance with applicable United Kingdom Accounting Standards, the Charity Commission 'Statement of Recommended Practice: Accounting and Reporting by Charities' ('SORP 2005'), the Academies Accounts Direction issued by the EFA and the Companies Act 2006. A summary of the principal accounting policies, which have been applied consistently, except where noted, is set out below.

**1.2 Going concern**

No material uncertainties that may be cast significant doubt about the ability of the Academy to continue as a going concern have been identified by the Governors. Therefore the financial statements have been prepared on a going concern basis.

**1.3 Incoming resources**

*Grants receivable*

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet.

*Donations*

Donations are included in the statement of financial activities on a cash received basis.

*Donated services and gifts in kind*

The value of donated services and gifts in kind provided to the Academy is recognised in the statement of financial activities as incoming resources and resources expended at their estimated value to the Academy in the period in which they are receivable, and where the benefit is both quantifiable and material.

*Interest receivable*

Interest receivable is included in the statement of financial activities on a receivable basis.

**1.4 Resources expended**

Resources expended are recognised in the period in which they are incurred and include irrecoverable VAT where appropriate. They have been classified under headings that aggregate all costs relating to that activity.

*Allocation of costs*

In accordance with the SORP 2005, expenditure has been analysed between the cost of generating funds, the Academy's charitable activities and governance. Items of expenditure which involve more than one cost category have been apportioned on a reasonable, justifiable and consistent basis for the cost category concerned. Central staff costs are allocated on the basis of time spent on each activity and depreciation charges on the basis of proportion of the assets' use which is utilised by each activity.

*Governance costs*

Governance costs include the costs attributable to the Academy's compliance with constitutional and statutory requirements, including audit, strategic management and governors' meetings and reimbursed expenses.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 2013**

---

**1.5 Fund accounting**

General funds represent those resources which may be used towards meeting any of the objects of the Academy at the discretion of the Governors.

Designated funds are unrestricted funds earmarked by the Governors for particular purposes.

Restricted funds comprise grants from the EFA and other donors which are to be used for specific purposes as explained in note 15.

**1.6 Tangible fixed assets and depreciation**

Tangible fixed assets acquired since the Academy was established are included in the financial statements at cost.

Assets costing less than £500 are written off in the year of acquisition. All other assets are capitalised.

Depreciation and impairment is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, which is reviewed annually. The rates used are as follows:-

Long leasehold property	125 years straight line
Long leasehold improvements	10 years straight line
Furniture and equipment	4 years straight line
Computer equipment and software	3 years straight line

**1.7 Taxation**

The Academy is an exempt charity and as such is exempt from income tax and corporation tax under the provisions of the Income and Corporation Taxes Act 1988.

**1.8 Pension costs**

The Academy operates both a defined benefit pension scheme and a scheme treated as a defined contribution pension scheme, as detailed in note 24.

The assets of the defined benefit pension scheme are held separately from those of the Academy. The regular cost of providing retirement pensions and related benefits is charged to the statement of financial activities over the employees' service lives on the basis of a constant percentage of earnings. Any difference between the charge to the statement of financial activities and the contributions paid to the scheme is shown as an asset or liability in the balance sheet.

The assets of the defined contribution pension scheme are held separately from those of the company. The annual contributions payable are charged to the statement of financial activities.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**2 General Annual Grant (GAG)**

**a. Results and Carry Forward for the Year**

	2013 £	2012 £
GAG brought forward from previous year	-	63,061
GAG allocation for current year	<u>1,921,275</u>	<u>1,976,895</u>
<b>Total GAG available to spend</b>	<b>1,921,275</b>	<b>2,039,956</b>
Recurrent expenditure from GAG	(1,783,044)	(1,942,303)
Fixed assets purchased from GAG	(121,061)	(97,653)
Transfer from unrestricted fund	<u>17,170</u>	<u>-</u>
Other restricted GAG funds	<u>17,170</u>	<u>-</u>
<b>GAG carried forward to next year</b>	<b>17,170</b>	<b>-</b>
Maximum permitted GAG carry forward at end of current year (12% of allocation for current year)	<u>(230,553)</u>	<u>(237,227)</u>
<b>GAG to surrender to DfE</b> (12% rule breached if result is positive)	<u><b>(213,383)</b></u> no breach	<u><b>(237,227)</b></u> no breach

**b. Use of GAG Brought Forward from Previous Year for Recurrent Purposes**

(Of the amount carried forward each year, a maximum of 2% of GAG can be used for recurrent purposes. Any balance, up to a maximum of 12%, can only be used for capital purposes)

Recurrent expenditure from GAG in current year	1,783,044	1,942,303
GAG allocation for current year	(1,921,275)	(1,976,895)
GAG allocation for previous year x 2%	<u>(39,538)</u>	<u>(16,573)</u>
<b>GAG b/fwd from previous year in excess of 2%, used on recurrent expenditure in current year</b> (2% rule breached if result is positive)	<b>(177,769)</b> no breach	<b>(51,165)</b> no breach

**3 Voluntary Income**

	Unrestricted Funds £	Restricted Funds £	2013 Total £	2012 Total £
Donations from parents	17,206	-	<u>17,206</u>	<u>25,220</u>
	<u>17,206</u>	<u>-</u>	<u>17,206</u>	<u>25,220</u>

**4 Activities for Generating Funds**

	Unrestricted Funds £	Restricted Funds £	2013 Total £	2012 Total £
Other letting income	1,000	-	<u>1,000</u>	890
Parental contributions	102,322	-	<u>102,322</u>	<u>71,127</u>
	<u>103,322</u>	<u>-</u>	<u>103,322</u>	<u>72,017</u>

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**5 Funding for Academy's educational operations**

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
<b>DfE / EFA grants</b>				
General Annual Grant (GAG) (note 2)	-	1,921,275	1,921,275	1,976,895
Capital grants	-	401,961	401,961	8,061
GTP - Teacher training grant	-	17,170	17,170	-
Pupil premium	-	32,195	32,195	17,871
	<b>-</b>	<b>2,372,601</b>	<b>2,372,601</b>	<b>2,002,827</b>
<b>Other Government grants</b>				
SEN funding from local authority	-	89,425	89,425	62,271
Local authority capital grant	-	48,728	48,728	-
Other government grant	-	7,000	7,000	19,668
	<b>-</b>	<b>145,153</b>	<b>145,153</b>	<b>81,939</b>
<b>Other income</b>				
Catering income	108,127	-	108,127	95,665
School visits income	44,985	-	44,985	43,476
Music services income	59,692	-	59,692	61,129
	<b>212,804</b>	<b>-</b>	<b>212,804</b>	<b>200,270</b>
	<b>212,804</b>	<b>2,517,754</b>	<b>2,730,558</b>	<b>2,285,036</b>

**6 Resources Expended**

	Staff Costs £	Non Pay expenditure Premises £	Other Costs £	Total 2013 £	Total 2012 £
Costs of generating voluntary income	-	-	53,430	53,430	54,295
Academy's educational operations					
Direct costs	1,243,486	-	171,761	1,415,247	1,337,410
Allocated support costs	367,614	141,289	326,642	835,545	797,447
	<b>1,611,100</b>	<b>141,289</b>	<b>498,403</b>	<b>2,250,792</b>	<b>2,134,857</b>
Governance costs including allocated support costs	-	-	14,478	14,478	10,924
	<b>1,611,100</b>	<b>141,289</b>	<b>566,311</b>	<b>2,318,700</b>	<b>2,200,076</b>

**Net Incoming/outgoing resources for the year include:**

	2013 £	2012 £
Fees payable to auditor - audit	5,500	3,950
- other services	3,488	950

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**7 Charitable Activities - Academy's educational operations**

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
<b>Direct costs</b>				
Teaching and educational support staff costs	-	1,236,923	1,236,923	1,226,876
Educational supplies	-	118,644	118,644	67,354
Staff development	-	6,563	6,563	4,243
Educational consultancy	-	51,771	51,771	36,558
Other direct costs	-	1,346	1,346	2,379
	<b>-</b>	<b>1,415,247</b>	<b>1,415,247</b>	<b>1,337,410</b>
Extended schools programme			-	
<b>Allocated support costs</b>				
Support staff costs	109,958	257,656	367,614	325,033
Depreciation	-	100,742	100,742	81,463
Maintenance of premises and equipment	26,816	62,835	89,651	135,186
Cleaning	3,875	9,082	12,957	11,846
Rent & rates	3,699	8,669	12,368	9,724
Heat and Light	11,746	27,524	39,270	52,850
Insurance	7,828	18,342	26,170	28,255
Transport	131	307	438	163
Catering	37,012	86,729	123,741	105,449
Technology costs	2,475	5,799	8,274	7,648
Bank interest and charges	296	693	989	178
FRS17 finance cost	-	7,000	7,000	-
Other support costs	13,858	32,473	46,331	39,652
	<b>217,694</b>	<b>617,851</b>	<b>835,545</b>	<b>797,447</b>
Total costs	<b>217,694</b>	<b>2,033,098</b>	<b>2,250,792</b>	<b>2,134,857</b>

**8 Governance costs**

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Auditors' remuneration	-	8,988	8,988	4,900
Legal and professional fees	-	730	730	1,108
Governor support	-	4,760	4,760	4,916
	<b>-</b>	<b>14,478</b>	<b>14,478</b>	<b>10,924</b>



**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**9 Staff costs**

Staff costs during the period were:

	<b>Total 2013 £</b>	<b>Total 2012 £</b>
Wages and salaries	1,339,660	1,273,995
Social security costs	87,806	97,677
Other pension costs	<u>164,107</u>	<u>162,715</u>
	<b>1,591,573</b>	<b>1,534,387</b>
Supply teacher costs	<u>6,867</u>	<u>18,590</u>
	<b>1,598,440</b>	<b>1,552,977</b>

The average number of persons (including senior management team) employed by the Academy during the year expressed as full time equivalents was as follows:

	<b>2013 No.</b>	<b>2012 No.</b>
<b><i>Charitable Activities</i></b>		
Teachers	13.8	13.4
Administration & support	25.0	23.3
Management	<u>3.6</u>	<u>4.0</u>
	<b>42.4</b>	<b>40.7</b>

The number of employees whose emoluments fell within the following bands was:

	<b>2013 No.</b>	<b>2012 No.</b>
£70,000 - £80,000	<u>1</u>	<u>1</u>

The above employee participated in the Teachers' Pension Scheme, for whom pension contributions amounted to £10,300 (2012: £10,272).

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**10 Related Party Transactions - Trustees' Remuneration & Expenses**

The principal and other staff trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff, and not in respect of their services as trustees. Other trustees did not receive any payments, other than expenses, from the academy trust in respect of their role as trustees. The value of trustees' remuneration was as follows:

S Case (principal and governor): £70,000 - £75,000 (2012: £70,000 - £75,000)

P Felts (staff governor): £10,000 - £15,000 (2012: £45,000 - £50,000)

C Purcell (staff governor): £55,000 - £60,000 (2012: £50,000 - £55,000)

K Scott (staff governor): £Nil (2012: £10,000 - £15,000)

S Azzopardi (staff governor): £10,000 - £15,000

During the year ended 31 August 2013, travel and subsistence expenses totalling £82 (2012: £36) were reimbursed to 1 trustee (2012: 1 trustee).

Other related party transactions involving the trustees are set out in note 23.

**11 Governors' and Officers' Insurance**

In accordance with normal commercial practice the Academy has purchased insurance to protect governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £1,000,000 on any one claim and the cost for the year ended 31 August 2013 was £800 (2012 - £762).

**12 Tangible Fixed Assets**

	Freehold Land and Buildings £	Leasehold Land and Buildings £	Furniture and Equipment £	Computer Equipment £	Motor Vehicles £	Total £
<b>Cost</b>						
At 1 September 2012	7,659,000	95,006	63,981	41,923	-	<b>7,859,910</b>
Additions	-	538,731	15,680	18,314	-	<b>572,725</b>
At 31 August 2013	<b>7,659,000</b>	<b>633,737</b>	<b>79,661</b>	<b>60,237</b>	-	<b>8,432,635</b>
<b>Depreciation</b>						
At 1 September 2012	86,802	8,480	4,424	8,936	-	<b>108,642</b>
Charged in year	61,272	9,501	15,995	13,974	-	<b>100,742</b>
At 31 August 2013	<b>148,074</b>	<b>17,981</b>	<b>20,419</b>	<b>22,910</b>	-	<b>209,384</b>
<b>Net book values</b>						
At 31 August 2013	<b>7,510,926</b>	<b>615,756</b>	<b>59,242</b>	<b>37,327</b>	-	<b>8,223,251</b>
At 31 August 2012	7,572,198	86,526	59,557	32,987	-	7,751,268

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**13 Debtors**

	2013 £	2012 £
Trade debtors	1,370	1,370
Prepayments	26,282	44,255
Accrued income	13,490	38,347
VAT recoverable	56,844	43,885
	<b>97,986</b>	<b>127,857</b>

**14 Creditors: amounts falling due within one year**

	2013 £	2012 £
Trade creditors	152,687	153,852
Taxation and social security	30,333	29,886
Deferred income	286,198	136,022
Other creditors	1,710	-
Accruals	68,385	34,275
	<b>539,313</b>	<b>354,035</b>

**Deferred income**

	2013 £	2012 £
Deferred Income at 1 September	136,022	15,498
Resources deferred in the year	150,176	136,022
Amounts released from previous years	-	(15,498)
Deferred Income at 31 August	<b>286,198</b>	<b>136,022</b>

Deferred income in the previous year related to income received for a capital grant where the donor had imposed conditions that specified the time period in which the expenditure of the resources can take place.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**15 Funds**

	<b>Balance at 1 September 2012</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Gains, losses and transfers</b>	<b>Balance at 31 August 2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted general funds</b>					
General Annual Grant (GAG)	-	1,921,275	(1,783,044)	(121,061)	<b>17,170</b>
Other Government grants	-	96,425	(96,425)	-	-
Pupil premium	-	32,195	(32,195)	-	-
GTP- Teacher training grant	-	17,170	(17,170)	-	-
City Challenge Fund	4,507	-	-	-	<b>4,507</b>
Pension reserve	(394,000)	-	(18,000)	17,000	<b>(395,000)</b>
	<b>(389,493)</b>	<b>2,067,065</b>	<b>(1,946,834)</b>	<b>(104,061)</b>	<b>(373,323)</b>
<b>Restricted fixed asset funds</b>					
Donated fixed assets	7,572,198	-	(61,272)	-	<b>7,510,926</b>
DfE/EFA capital grants	10,503	401,961	(5,012)	-	<b>407,452</b>
Capital expenditure from GAG	168,567	-	(34,458)	121,061	<b>255,170</b>
Local authority - bulge class	-	48,728	-	-	<b>48,728</b>
Private sector capital sponsorship	-	-	-	-	-
	<b>7,751,268</b>	<b>450,689</b>	<b>(100,742)</b>	<b>121,061</b>	<b>8,222,276</b>
<b>Total restricted funds</b>	<b>7,361,775</b>	<b>2,517,754</b>	<b>(2,047,576)</b>	<b>17,000</b>	<b>7,848,953</b>
<b>Designated funds</b>					
Parents contributions	-	17,206	(17,206)	-	-
<b>Unrestricted funds</b>					
General Fund	306,029	318,329	(253,918)	-	<b>370,440</b>
<b>Total unrestricted funds</b>	<b>306,029</b>	<b>335,535</b>	<b>(271,124)</b>	<b>-</b>	<b>370,440</b>
<b>Total funds</b>	<b>7,667,804</b>	<b>2,853,289</b>	<b>(2,318,700)</b>	<b>17,000</b>	<b>8,219,393</b>

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

**Donated fixed assets**

The donated fixed assets fund has been set up to recognise the tangible assets gifted to the academy upon conversion which represent the school site including the freehold land and buildings. Depreciation charged on those donated assets is allocated to the fund.

**Capital expenditure from GAG**

The Capital expenditure from GAG (General Annual Grant) fixed assets fund has been set up to recognise the tangible assets purchased by the academy following conversion that have been funded from the General Annual Grant. This fund has been created by a transfer from the General Annual Grant fund of an amount equivalent to the cost of the tangible assets involved. Depreciation charged on those

**Capital grants**

The Capital grants fixed assets fund has been set up to recognise the tangible assets purchased by the academy following conversion that have been funded by capital grants received by the academy. This fund has been created by a transfer from the Capital grants fund of an amount equivalent to the cost of the tangible assets involved. Depreciation charged on those tangible assets is allocated to the fund.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

---

**15 Funds (continued)**

**General Annual Grant (GAG)**

The General Annual Grant (GAG) represents the core funding for the educational activities of the school that has been provided to the academy via the Education Funding Agency (formerly the Young People's Learning Agency) by the Department for Education. The General Annual Grant Fund has been set up because the GAG must be used for the normal running costs of the academy. The academy is allowed to carry forward up to 12% of the current GAG, and of the carried forward amount, up to 2% of GAG can be used for general purposes at the discretion of the academy, but any balance over 2% must be used for

**Other Government grants**

This largely relates to funding provided by the LA for children with statements of special educational needs. This funding is used to specifically to support the needs of these children and the additional support provided will dependent on the particular needs of the pupil. The funding follows the pupil and therefore if the pupil was to change schools mid year then the proportion of the funding would be then passed onto the new school to ensure that school could meet the needs of the child.

Other smaller restricted government grants are also included under this heading.

**Pupil premium**

The income received for pupil premium in the year was used to support:

- Reading Catch Up (Phono Graphix – a Phonics programme of teaching);
- Extra support lessons during PLS for Maths and English (Personalised Learning Space);
- Mentoring at Lunchtimes including the delivery of small group lunchtime sports; and
- Extra Support from Educational Psychologist.

**GTP payment**

The school receives funds as a contribution towards the salary of an unqualified teacher who is being supported within the school with the aim of achieving qualified teacher status. This teacher is deployed as an extra member of the teaching staff team.

**City Challenge Fund**

This funding no longer exists and all payments from this fund have been made to the schools within City Challenge.

**Pension reserve**

The Pension reserve fund has been created to separately identify the pension deficit inherited from the local authority (Local Government Pension Scheme) upon conversion to academy status, and through which all the pension scheme movements are recognised.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**16 Analysis of net assets between funds**

Fund balances at 31 August 2013 are represented by:

	Unrestricted general fund £	Restricted general fund £	Restricted fixed asset fund £	Total 2013 £
Tangible fixed assets	-	-	8,223,251	<b>8,223,251</b>
Current assets	370,440	560,015	-	<b>930,455</b>
Current liabilities	-	(538,338)	(975)	<b>(539,313)</b>
Pension scheme liability	-	(395,000)	-	<b>(395,000)</b>
<b>Total net assets</b>	<b>370,440</b>	<b>(373,323)</b>	<b>8,222,276</b>	<b>8,219,393</b>

**17 Capital commitments**

	2013 £	2012 £
Contracted for, but not provided in the financial statements	<b>145,212</b>	-

**18 Reconciliation of consolidated operating (deficit)/surplus to net cash inflow from operating activities**

	2013 £	2012 £
Surplus on continuing operations after depreciation of assets at valuation	<b>534,589</b>	183,221
Depreciation (note 12)	<b>100,742</b>	81,463
Capital grants from DfE and other capital income	<b>(450,689)</b>	(8,061)
Interest receivable	<b>(2,203)</b>	(1,024)
FRS 17 pension cost less contributions payable (note 24)	<b>11,000</b>	(2,000)
FRS 17 pension finance income (note 24)	<b>7,000</b>	10,000
(Increase)/decrease in debtors	<b>29,871</b>	(38,861)
Increase/(decrease) in creditors	<b>185,278</b>	165,024
<b>Net cash inflow from operating activities</b>	<b>415,588</b>	<b>389,762</b>

**19 Returns on investments and servicing of finance**

Interest received	<b>2,203</b>	1,024
<b>Net cash inflow from returns on investment and servicing of finance</b>	<b>2,203</b>	<b>1,024</b>

**20 Capital expenditure and financial investment**

Purchase of tangible fixed assets	<b>(572,725)</b>	(105,714)
Capital grants from DfE/EFA	<b>401,961</b>	8,061
Capital funding received from sponsors and others	<b>48,728</b>	-
<b>Net cash outflow from capital expenditure and financial investment</b>	<b>(122,036)</b>	<b>(97,653)</b>

**21 Analysis of changes in net funds**

	At 1 September 2012 £	Cash flows £	At 31 August 2013 £
Cash in hand and at bank	536,714	295,755	<b>832,469</b>
	<b>536,714</b>	<b>295,755</b>	<b>832,469</b>

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

---

**22 Members' Liability**

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

**23 Related Party Transactions**

There have been no related party transactions to be disclosed in accordance with FRS8 or the charities SORP.

**24 Pension and similar obligations**

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 on AON Hewitt UK. Both are defined-benefit schemes; however the TPS is treated as a defined contribution scheme, as described below.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS was 31 March 2004 and of the LGPS 31 March 2010.

Contributions amounting to £Nil (2012: £6,705) were payable to the schemes at 31 August and are included within accruals.

**Teachers' Pension Scheme**

The Teachers' Pension Scheme ("TPS") is a statutory, contributory, defined benefit scheme. The regulations under which the TPS operates are the Teachers' Pensions Regulations 2010.

Although teachers and lecturers are employed by various bodies, their retirement and other pension benefits, including annual increases payable under the Pensions (Increase) Acts are, as provided for in the Superannuation Act 1972, paid out of monies provided by Parliament. Under the unfunded TPS, teachers' contributions on a 'pay-as-you-go' basis, and employers' contributions, are credited to the Exchequer under arrangements governed by the above Act.

The Teachers' Pensions Regulations require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pensions' increases). From 1 April 2001, the Account has been credited with a real rate of return (in excess of price increases and currently set at 3.5%), which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

The Government Actuary ("GA"), using normal actuarial principles, conducts formal actuarial reviews of the TPS. The aim of the reviews is to specify the level of future contributions.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

---

**24 Pension and similar obligations (continued)**

**Teachers' Pension Scheme (continued)**

The contribution rate paid into the TPS is assessed in two parts. First, a standard contribution rate ("SCR") is determined. This is the contribution, expressed as a percentage of the salaries of teachers and lecturers in service or entering service during the period over which the contribution rate applies, which if it were paid over the entire active service of these teachers and lecturers would broadly defray the cost of benefits payable in respect of that service. Secondly, a supplementary contribution is payable if, as a result of the actuarial investigation, it is found that accumulated liabilities of the Account for benefits to past and present teachers, are not fully covered by standard contributions to be paid in future and by the notional fund built up from past contributions. The total contribution rate payable is the sum of the SCR and the supplementary contribution rate.

The last valuation of the TPS related to the period 1 April 2001 - 31 March 2004. The GA's report of October 2006 revealed that the total liabilities of the Scheme (pensions currently in payment and the estimated cost of future benefits) amounted to £166,500 millions. The value of the assets (estimated future contributions together with the proceeds from the notional investments held at the valuation date) was £163,240 millions. The assumed real rate of return is 3.5% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 1.5%. The assumed gross rate of return is 6.5%.

As from 1 January 2007, and as part of the cost-sharing agreement between employers' and teachers' representatives, the SCR was assessed at 19.75%, and the supplementary contribution rate was assessed to be 0.75% (to balance assets and liabilities as required by the regulations within 15 years). This resulted in a total contribution rate of 20.5%, which translated into an employee contribution rate of 6.4% and employer contribution rate of 14.1% payable. The cost-sharing agreement also introduced – effective for the first time for the 2008 valuation – a 14% cap on employer contributions payable.

From 1 April 2012 to 31 March 2013, the employee contribution rate will range between 6.4% and 8.8%, depending on a member's Full Time Equivalent salary. Further changes to the employee contribution rate will be applied in 2013-14 and 2014-15.

Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. Many of these are being discussed in the context of the design for a reformed TPS and scheme valuations are, therefore, currently suspended. The Government, however, has set out a future process for determining the employer contribution rate under the new scheme, and this process will involve a full actuarial valuation.

Under the definitions set out in Financial Reporting Standard (FRS 17) Retirement Benefits, the TPS is a multi-employer pension scheme. The academy is unable to identify its share of the underlying assets and liabilities of the scheme. Accordingly, the academy has taken advantage of the exemption in FRS 17 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy has set out above the information available on the scheme and the implications for the academy in terms of the anticipated contribution rates.



**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**24 Pension and similar obligations (continued)**

**Local Government Pension Scheme**

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2013 was £62,000, of which employer's contributions totalled £54,000 and employees' contributions totalled £18,000. The agreed contribution rates for future years are 18.0 per cent for employers and 6.4 per cent for employees.

The latest actuarial valuation of Dulwich Hamlet Junior School's liabilities took place as at 1 April 2011. Liabilities have been estimated by the independent qualified actuary on an actuarial basis using the projected unit credit method. The principle assumptions used by the actuary in updating the latest valuation of the Employer's liabilities for FRS 17 purposes are given on the following page.

<b>Principal Actuarial Assumptions</b>	<b>At 31 August 2013</b>	At 31 August 2012
Discount rate	<b>4.5%</b>	4.2%
RPI Inflation	<b>3.7%</b>	3.2%
CPI Inflation	<b>2.8%</b>	2.2%
Rate of increase to pensions payments	<b>2.8%</b>	2.2%
Rate of increase to deferred pensions	<b>2.8%</b>	2.2%
Rate of general increase in salaries	<b>4.7%</b>	4.7%

The current mortality assumptions are based on the recent actual mortality experience of members within the Fund, and allow for expected future mortality improvements. The assumed life expectations on retirement age 65 are:

	<b>31 August 2013 years</b>	31 August 2012 years
<i>Retiring today</i>		
Males	<b>21.3</b>	21.2
Females	<b>26.0</b>	25.9
<i>Retiring in 20 years</i>		
Males	<b>23.1</b>	23.0
Females	<b>28.0</b>	27.9

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**24 Pension and similar obligations (continued)**

**Local Government Pension Scheme (continued)**

The academy's share of the assets and liabilities in the scheme and the expected rates of return were:

	<b>Expected return at 31 August 2013 (% pa)</b>	<b>Fair value at 31 August 2013 £</b>	<b>Expected return at 31 August 2012 (% pa)</b>	<b>Fair value at 31 August 2012 £</b>
Equities	7.9%	407,000	7.5%	291,000
Property	7.4%	83,000	7.0%	72,000
Government bonds	3.4%	58,000	2.5%	53,000
Corporate bonds	4.1%	64,000	3.2%	58,000
Cash	0.9%	6,000	1.3%	6,000
<b>Total market value of assets</b>		<b>618,000</b>		<b>480,000</b>
Present value of scheme liabilities				
- Funded		(1,013,000)		(874,000)
<b>Surplus/(deficit) in the scheme</b>		<b>(395,000)</b>		<b>(394,000)</b>

Dulwich Hamlet Junior School employs a building block approach in determining the rate of return on Fund assets. Historical markets are studied and assets with higher volatility are assumed to generate higher returns consistent with widely accepted capital market principles. The assumed rate of return on each asset class is set out within this note. The overall expected rate of return on each asset class is set out within this note. The overall expected rate of return on assets is then derived by aggregating the expected return for each asset class over the actual asset allocation for the Fund at 31 August 2013.

**Amount recognised in the Statement of Financial Activities**

	<b>2013 £</b>	<b>2012 £</b>
Current service cost	65,000	75,000
Interest cost	38,000	51,000
Expected return on assets	(31,000)	(41,000)
Expense recognised	<b>72,000</b>	<b>85,000</b>

The actual gains and losses for the current year are recognised in the statement of financial activities. The cumulative amount of actuarial gains and losses recognised in the statement of financial activities since the adoption of FRS 17 is £17,000.

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

**24 Pension and similar obligations (continued)**

**Local Government Pension Scheme (continued)**

**Changes to present value of liabilities during the accounting period**

	<b>2013</b>	2012
	£	£
<b>At 1 September</b>	874,000	604,000
Current service cost	65,000	75,000
Interest cost	38,000	51,000
Contributions by participants	18,000	27,000
Actuarial (gain)/losses on liabilities	19,000	118,000
Net benefits paid out	(1,000)	(1,000)
<b>At 31 August</b>	<b><u>1,013,000</u></b>	<b><u>874,000</u></b>

**Changes to the fair value of assets during the accounting period**

	<b>2013</b>	2012
	£	£
<b>At 1 September</b>	480,000	361,000
Expected return on assets	31,000	41,000
Actuarial gains / (losses) on assets	36,000	(25,000)
Contributions by employer	54,000	77,000
Contribution by participants	18,000	27,000
Net benefits paid out	(1,000)	(1,000)
Assets acquired in a business combination		
<b>At 31 August</b>	<b><u>618,000</u></b>	<b><u>480,000</u></b>

The estimated value of employer contributions for the year ended 31 August 2014 is £57,000.

**Actual return on assets**

	<b>2013</b>	2012
	£	£
Expected return on assets	31,000	41,000
Actuarial gains / (losses) on assets	36,000	(25,000)
<b>Actual return on assets</b>	<b><u>67,000</u></b>	<b><u>16,000</u></b>

**Dulwich Hamlet Educational Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements (continued)**  
**for the year ended 31 August 2013**

---

**24 Pension and similar obligations (continued)**

**Local Government Pension Scheme (continued)**

The history of experience adjustments is as follows:

	Value as at 31 August 2013 £	Value as at 31 August 2012 £	Value as at 31 August 2011 £
Fair value of asset	<b>618,000</b>	480,000	361,000
Present value of liabilities	<u><b>(1,013,000)</b></u>	<u>(874,000)</u>	<u>(604,000)</u>
Surplus/(deficit)	<u><b>(395,000)</b></u>	<u>(394,000)</u>	<u>(243,000)</u>

	2013	2012
<b>Experience gains/(losses) on assets</b>		
Amount (£)	(36,000)	(25,000)
Per cent of assets	5.8%	-5.2%