

# **Value for Money Statement**

## **St Anselm's College Edmund Rice Academy Trust**

**Academy trust company number: 7638417**

**Year ended 31 August 2013**

I accept that as accounting officer of St Anselm's College, I am responsible and accountable for ensuring that the academy trust delivers good value in the use of public resources. I am aware of the guide to academy value for money statements published by the Education Funding Agency and understand that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

I set out below how I have ensured that the Academy Trust's use of its resources has provided good value for money during the academic year.

### **Supporting students to reach their potential**

St Anselm's College is a Roman Catholic Grammar School Academy for Boys aged between 11-19

St Anselm's College supports the social, emotional and academic growth of children and young people through the development of meaningful relationships and the delivery of an appropriate curriculum by experienced and skilled staff. The Academy meets the needs of this diverse community of learners with specific and individual learning, and bespoke learning pathways with developmental achievement benchmarks for each and every child. All students have full access to an age-appropriate curriculum, which is enhanced by additional specialist therapies and interventions that focus on the specific needs of students. A strong emphasis is placed on the acquisition of independent skills and thinking. Students are encouraged to develop and aptitude which will stand them in good stead throughout their lives.

During the past year the College has achieved record GCSE results with Year 13 students achieving 55% A\*-B and 100% A\*-E grades. 95% of Year 13 leavers have progressed to or hold University places or higher apprenticeships.

GCSE students achieved 93% 5+ A\*-C grades including English and Maths, the national benchmark. All Year 11 students progressed to post 16 education or training, mostly at

the College. Ofsted graded achievement at the College as “Good” in October 2013. They reported that “ The Headmaster, supported by senior & middle leaders and a strong governing body, has successfully brought about improvements in the quality of teaching and students’ achievement following a dip in standards in 2012. Students make good progress. By the end of Year 11, they reach standards that are well-above average, including in English & Mathematics. This represents good achievement from their starting points on entry to the College”.

The Trust has continued to review its staffing support structure and costs have been reduced to 78% of turnover. A graduate Trainee Teacher has been employed to cover a shortfall in staffing and has proved a great success.

The Academy has used the Pupil Premium to extend 1:1 tuition across the curriculum. This has proved highly successful in Key Stage 4 where the GCSE achievement gap between Pupil Premium and other students has narrowed to 8-1, well below Wirral and national averages. There is no such achievement gap in English and Mathematics.

The Academy collaborates with Upton Hall School and Birkenhead High School Academies to provide 6<sup>th</sup> Form tuition for courses it cannot staff cost effectively, including GCE Music.

Record GCE results, rising from 52 to 55 % A\*-C from 2011-13 and RAISE on-line GCSE scores between 1002 and 1011 since 2011 confirm the effectiveness of the Trust’s strategies in terms of educational attainment. Attendance is always above 95% and “Behaviour and Safety” was judged “Good” by Ofsted in October 2013.

There is strong Governance at the College as recognised by Ofsted (2013) who reported that “ They ensure the College is financially healthy, have a good understanding of the effective use and impact of the Pupil Premium funding on eligible students’ achievement”.

### **Robust governance and oversight of Academy finances:**

The Academy’s Directors are committed to ensuring that governance of the Academy’s financial management is robust. The Governing Body are cognisant of their responsibilities in ensuring that the Academy’s resources are managed effectively, to support the objectives in the Academy’s Development Plan, whilst considering the long term development of the Academy. The Academy’s Governors, Senior Leadership Team and staff strive for the best possible outcomes for pupils, achieved at reasonable cost.

The Finance and General Purposes Committee meets as often as is necessary to fulfil its responsibilities, and at least five times a year. The Committee has a clear Terms of Reference which is reviewed annually. The Committee includes the Headmaster and the Chair of Governors. Members are invited to join the Committee on the basis that they have appropriate skills and experience. Further training is provided as required. The Finance and General Purpose Committee receive regular budget monitoring, provided in a consistent format and with explanatory notes: consider and ratify policies: scrutinise the Academy budget forecast: ensure that the Academy complies with agreed policies and procedures: challenge decision makers on spending proposals. The Committee considers the annual reports and financial statements of St Anselm's College Edmund Rice Academy Trust, and makes recommendations to the Governors, who approve core financial statements and documents.

The Finance and Personnel Committee regularly review key financial policies and procedures. These include:

- Financial Procedures Manual
- Risk Management Policy and Risk Register
- Terms of Reference
- Scheme of Delegation
- Responsible Officer Reports
- Insurance arrangements

The Finance and General Purposes Committee reviews the effectiveness of internal controls established to ensure that the aims, objectives and key performance targets of the academy are achieved in the most economic, effective and efficient manner.

Management Accounts and Budget forecasts are scrutinised and challenged to ensure that the College is achieving best value for money.

Investment of any current surpluses is considered to ensure the best return is achieved on cash balances held by the College.

All Governors and staff who control budgets are required to complete a Register of Pecuniary Interests form annually.

## **Ensuring that the Trust gains good value for money, and effective and efficient use of resources**

The Academy takes a prudent approach to expenditure. As nearly 80% of the Academy's budget is spent on staffing, the staffing structure is reviewed annually to ensure that it is fit for purpose and can adapt and respond to support the successful attainment of the objectives within the Academy's development plan. Creative use of human resources demonstrates a commitment to using staff skills effectively, and staff are encouraged to use their particular areas of expertise to benefit pupil outcomes.

Staff are deployed to provide best value, and temporary changes to permanent contracts are frequently used to meet the needs of the academy.

Teachers' performance management and support staff appraisal systems are in place, and HR policies, such as Managing Absence, Whistleblowing and Dignity at Work, are implemented.

The Academy payroll is maintained by Accountants Malthouse and Company who provides the most cost effective way of managing staff salary payments.

Detailed monthly reconciliations of payroll by the Finance Director and the Headmaster ensure that payments to staff are correct.

The Academy's Financial Procedures Manual is strictly followed by all staff that have financial responsibilities. This Manual sets out systems for:

- The accounting system
- Financial planning
- Payroll
- Purchasing
- Income
- Cash management
- Fixed assets
- Insurance

The Manual also sets out responsibilities for staff, including the Headmaster: Director of Finance: Principal Finance Officer: Finance Assistant: Business Charge Card and Budget holders.

All the financial transactions of the Academy are recorded on the Capita FMS accounting system. Access permissions to FMS are strictly controlled.

All purchasing follows best value principles. A scheme of delegation is in place, as are separation of duties. Purchases of over £2,000 require three written quotations, and contracts and orders over £15,000 are authorised by the Finance and General Purposes Committee. . All services ordered with a value of over £10,000 are subject to formal tendering procedures and authorised by the Finance and General Purposes Committee. Competitive tendering procedures are detailed in the Financial Procedures Manual. Governors and staff accept that best value quotes may not be the cheapest as other factors, including workmanship and quality of services, need to be considered.

### **Maximising income generation**

The Academy has a Lettings policy in place and explores opportunities to generate income through the hire of the site. A proactive approach is taken towards preparing funding bids and generating revenue streams in order to maximise income generation.


### **Reviewing controls and managing risks**

The Academy regularly reviews its Risk Management Strategy, Business Continuity Plan and Risk register. Insurance is currently subject to a competitive tender process (as and when required). A Reserves policy is in place, which considers potential risks when calculating the optimum level of reserves held by the Academy.

### **Lessons Learned**

In its second year as an Academy, the Directors and Senior Leadership Team have strived to maintain continuity of services to reduce the operational impact of the conversion process. Over coming years, it may be appropriate to consider tendering for an increasing number of services and contracts to ensure that the need for continuity is balanced with recognition of the opportunities available to academies in sourcing their services. All decisions regarding purchasing and service provision will be taken with an emphasis on obtaining value for money and improving outcomes for pupils. We have

become increasingly effective in our development of Pupil Premium funding to narrow the achievement at GCSE.

Signed: .....  
Name: R.S. DUGGAN.....  
Academy Trust Accounting Officer  
Date: 20/12/2013.....