



**WEST KIRBY GRAMMAR SCHOOL**

Academy trust company number: 7697158  
Year ended 31 August 2013

**VALUE FOR MONEY  
STATEMENT**

I accept that as accounting officer of West Kirby Grammar School 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 school's use of its resources has provided good value for money during the academic year.

### **1. Improving educational results:**

Examination results for 2012/13 were very pleasing. At Advanced level candidates achieved an average of 1057.23 QCDA points. There was a 100% pass rate and 74% of grades were A\*/A/B At GCSE 71% of grades were A\*/A and 100% of students achieved 5 or more passes at this level.

A rigorous system of school self evaluation is used to ensure that departments are reflective about their work and have clear action plans to improve. The school's target setting and tracking system monitors each student's attainment. Examination results are thoroughly analysed and added value assessed. The governors' curriculum committee discusses school self evaluation reports and acts as a critical friend.

In 2013 the SSAT placed us in the top 20% nationally for adding value at GCSE.

### **2. Targeted improvement:**

The pupil premium has been used effectively to support students from disadvantaged backgrounds. Examination results are analysed and the progress of different groups are assessed. Year 7 pupils complete the CAT tests as a baseline assessment which, along with KS2 test results, enable staff to identify the G&T cohort and pupils who may need extra support. Pupils with additional needs are well supported and the most able given opportunities for stretch and challenge. The school's Development Plan also targets improvement for the current academic year.

### **3. Collaboration:**

West Kirby Grammar School is part of a group of Grammar schools on Wirral plus the Bluecoat School in Liverpool who regularly meet and share best practice. The school shares the cost of a Health & Safety Officer with two other local secondary schools.

West Kirby Grammar is also an Ogden school and works collaboratively with South Wirral High School and Queen's School Chester on science projects as part of the Ogden Trust.

#### **4. Financial governance and oversight:**

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

- the work of West Kirby Grammar School's Business Manager;
- the work of the external auditor;

I have been advised of the implications of the result of their review of the system of internal control by the governors' finance committee.

The school's system of internal financial control is based on a framework of regular management information and administrative procedures including the separation 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 governors;
- regular reviews by the finance committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and separation of duties;
- identification and management of risks.

#### **5. Better purchasing:**

All contracts are appraised or renegotiated in a timely manner to get the best mix of quality and effectiveness. Three year contracts have been entered to ensure reduced cost where it was felt that this would benefit the school.

#### **6. Options appraisal:**

The Governors and Senior Leadership Team apply the principles of best value when making decisions about:

- the allocation of resources to best promote the aims and values of the school.
- the targeting of resources to best improve standards and the quality of provision.
- the use of resources to best support the various educational needs of all pupils.

The school has developed procedures for assessing need, and obtaining goods and services which provide "best value" in terms of suitability, efficiency, time, and cost. Measures in place include:

- referring to the DfE guidance for effective buying in school June 2013
- competitive tendering procedures
- procedures for accepting "best value" quotes, which are not necessarily the cheapest (e.g. suitability for purpose and quality of workmanship) for example competitive quotes were obtained for the school's Photocopier contract and Fixed Wire Electrical Testing Report.

- benchmarking school spending with other schools and academies where appropriate.
- cash flow forecasts to identify surplus cash balances and then investment as appropriate in deposit accounts to maximise the bank interest receivable.

**7. Reviewing controls and managing risks:**

The school has appointed a Governor to act as the Responsible Officer who liaises closely with the audit team and reports back to Governing Body. Baker Tilley have been appointed as external auditors and have also been intrusted with aspects of internal audit as agreed with the Governing Body.

Budget holders, management and governors receive regular budget reports which are scrutinised to ensure the most effective use of resources to meet the objectives of the school.

The school has an investment policy and has moved balances to a high interest charity account to ensure maximum returns on surplus balances. This is reported to the governing body and best options discussed on a regular basis.

Insurance levels are reviewed annually and used cost-effectively to manage risks.

The governors review the reserve levels of the Academy each term. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves.

The governors have determined that an appropriate level of free reserves should be maintained. This provides sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance and to plan for future capital projects.

Signed: ..... *Kirsty J. Whiteley* .....

Name: MRS KIRSTY WHITELEY, ACTING HEADTEACHER

West Kirby Grammar School Accounting Officer

Date: ..... *2. 12. 13* .....