

Telephone 01934 510664

e-mail bob\_skinner@hotmail.co.uk

Morning Side,  
4, Oakdale Gardens,  
Worle,  
Weston-super-Mare,  
SOMERSET  
BS22 6AS

21st May 2017

Dear Mr Kerslake,

**AUDIT OF THE SCHOOL FUND 2016/17**

I have completed the audit of the School Fund and enclose the Audit Certificate and my invoice.

When the Audit Certificate is submitted to North Somerset Council, due to a change in the requirements relating to School Funds, it should be accompanied by a copy of the Bank Reconciliation as at the 31<sup>st</sup> of March 2017.

**Purpose of the Audit**

The purpose of the audit is to:

- i. Provide an independent opinion to the Headteacher, Governors, staff and parents that the funds which the School administers, from sources which are not controlled by the LEA, have been well managed;
- ii. Meet the requirements of the insurance cover for unofficial funds arranged on behalf of the School by the LEA.

**Audit Opinion**

I am satisfied that the accounts represent a true reflection of the activity of the School Fund. The records were once again found to be of an excellent standard. This is due to the dedication of the Finance Office staff.

There were no issues arising from the audit.

Yours sincerely,



R.C. Skinner

Mr. M. Kerslake,  
Chief Operations Officer,  
Worle Community School Academy,  
Redwing Drive,  
Weston-super-Mare,  
SOMERSET  
BS22 8XX

## AUDITOR'S CERTIFICATE OF UNOFFICIAL FUNDS



**School**      **Worle Community School**

I have audited the School Funds of the above School for the year-ended 31<sup>st</sup> March 2017

In my opinion, proper accounts have been kept of all money received and disbursed. I examined all books, vouchers and records and confirmed the bank and cash balances. The summary signed below reflects a true position of the School Fund Accounts.

1<sup>st</sup> Auditor R.C.Skinner      Signed       Date 21st May 2017

Address 4, Oakdale Gardens, Worle, Weston-super-Mare, SOMERSET BS22 6AS

Occupation Retired Accountant

2<sup>nd</sup> Auditor ..... Signed ..... Date .....

Address .....

Occupation .....

NB: The Auditor's Certificate must include details of **ALL** funds - i.e. General Fund, Minibus Fund, School Trips Fund etc.

Summary of the School Fund for the year-ended 31<sup>st</sup> March 2017

RECEIPTS AND PAYMENTS

	£ - p
Balance brought forward from previous year;	Nil
Cash in Hand at Start of Year (b/f)	Nil
Current A/c Balance at Start of Year (b/f)	53,309.03
Deposit A/c Balance at Start of Year (b/f)	Nil
Investments/Building Society etc. Start of Year (b/f)	Nil
<b>Total Balance of Fund at Start of Year</b>	<b>53,309.03</b>
<b>ADD:</b> Total Receipts During Year	<b>153,879.35</b>
<b>Sub Total</b>	<b>207,188.38</b>
<b>LESS:</b> Total Payments During Year	<b>(167,710.69)</b>
<b>Total Balance of Fund at the Year End</b>	<b>£39,477.69</b>

FUND BALANCES AS AT YEAR END

	£ - p
ADD: Cash in Hand	Nil
ADD: Cash at bank: Current Account(s)	39,477.69
ADD: Cash at bank: Deposit Account(s)	Nil
ADD: Investments i.e. Building Society etc.	Nil
<b>Total Balance of Fund at the Year End</b>	<b>£39,477.69</b>

The audited accounts, a copy of which is attached, have been submitted to the governors and staff at the School.

Signed  ..... (Headteacher)      Date 27/7/17 .....

Please return this Certificate to the Education Audit Manager, North Somerset Internal Audit and Risk Management Service, North Somerset Council, Town Hall, Weston-super-Mare, Somerset BS23 1UJ