

Mark Rutherford School

School Fund Accounts - year ended 31 August 2023

RECEIPTS:		£	PAYMENTS:		£
Drama & Performing Arts		22,953.51	Drama & Performing Arts		21,116.80
Modern Languages		1,185.00	Modern Languages		3,554.50
English, Film & Media		1,337.75	English, Film & Media		2,832.80
Maths		599.66	Maths		160.00
Year Group Events		34,716.28	Year Group Events		34,948.81
Science		2,340.00	Science		2,221.02
6th Form		5,777.11	6th Form		4,544.15
Charity		1,064.40	Charity		1,052.13
PE		47,835.59	PE		23,979.25
Geography		5,054.80	Geography		4,821.30
History		25,156.16	History		24,112.04
Special Needs		234.20	Special Needs		234.20
Administration		-	Administration		4,716.71
Music		7,287.50	Music		5,981.45
Dance & Expressive Arts		4,074.66	Dance & Expressive Arts		3,219.26
Art		2,294.00	Art		1,850.00
Business Studies / Leisure & Tourism		-	Business Studies / Leisure & Tourism		94.80
General		-	General		205.25
School Shop		415.00	School Shop		73.20
Library & Careers		702.39	Library & Careers		456.37
Minibus		-	Minibus		29.98
Staff Association		260.13	Staff Association		400.13
Parentpay		5,547.00	Parentpay		7,683.39
Duke of Edinburgh		3,700.34	Duke of Edinburgh		1,929.48
Total		172,535.48			150,217.02
Reconciliation of funds held:					
Balances brought forward		28,218.89	Cash & chqs in hand		524.00
Plus Income over Expenditure		22,318.46	Bank current account		49,996.69
Unsettled ePayments		-	Unsettled ePayments		16.66
BALANCE		50,537.35	BALANCE		50,537.35

Approval of accounts

In accordance with your instructions, I have compiled these accounts from the accounting records, information and explanations supplied to me.

According to the information provided to me it is my opinion that the accounts show a true and fair view of the state of affairs of the school fund account to the year ending 31st August 2023.



Elliot Smith, BSc, FCCA.

14 June 2024

We approve these accounts for year ended 31st August 2023 and confirm that we have made available all relevant records and information for their preparation.

17 June 2024

Mark Rutherford School Fund Independent Examination Year ended 31 August 2023

General

Trip account summary folders contain a list of all income and expenditure relating to that trip. This is signed off by the finance assistant and the teacher/party leader ensuring that two people have seen and checked the accounts. All supporting documents such as copy invoices and correspondence with parents are included within the folders.

Monthly bank statements are reconciled promptly and the reconciliation sheets are signed and dated.

A report showing all cash history for the year clearly explains the reasons for all cash income and expenditure.

Request for internal transfer records are backed up with authorising emails by the relevant member of staff or trip or subject leader.

At year end the balances of all accounts are analysed and highlighted to close if completed and showing a zero balance.

Expenditure

All requests for cheques are stamped and authorised prior to payment. The request for cash/cheque form is completed, the reverse of the form is also signed as confirmation it has been checked by the office staff and authorised by an authorised signatory.

Income

Cash and cheque income is recorded against the relevant account and banked promptly. The trip account folders contain copies of letters sent to parents/carers with costings and lists the students who have paid, with the amounts and dates. Bank and cash summary sheets are produced for each set of banking showing cash and cheques in hand, along with a list of all single cash and cheque transactions. It is then noted on the front the cash and amounts banked along with a copy of the paying in slip and Securicor Bag Number verifying the amount banked. Checks have been made against these records to the reconciled bank statements.

Some information was missing when originally supplied with paperwork, but this was subsequently supplied on request, along with explanations for items questioned.



Elliot Smith BSc, FCCA

14 June 2024

Account Summary for the Period: 01/09/2022 to 31/08/2023

Section 1

Income		Expenditure	
6th Form Art Trip - Tate Britain	544.00	6th Form Art Trip - Tate Britain	525.00
6TH FORM TUCK SHOP	236.28	6TH FORM TUCK SHOP	43.34
ADMINISTRATION	0.00	ADMINISTRATION	4,716.71
Ailey 2	324.00	Ailey 2	255.00
A Level Geography Field Trip	2,626.00	A Level Geography Field Trip	2,970.15
Ashes to Ashes	114.00	Ashes to Ashes	75.00
Astronomy	0.00	Astronomy	387.00
AUTISM GENERAL	234.20	AUTISM GENERAL	234.20
Berlin 24	4,256.16	Berlin 24	4,350.00
Berlin History Trip 22/23	20,900.00	Berlin History Trip 22/23	19,762.04
Biology Field Trip 2022	0.00	Biology Field Trip 2022	132.00
Biology field trips Year 12	450.00	Biology field trips Year 12	240.25
Blue Peris 2023	24,030.00	Blue Peris 2023	23,252.24
Brightsparks Concert	1,007.50	Brightsparks Concert	642.60
Bugsy Malone Oct 22	1,698.00	Bugsy Malone Oct 22	1,333.00
BUSINESS STUDIES GENERAL	0.00	BUSINESS STUDIES GENERAL	94.80
CERN 2024	1,170.00	CERN 2024	804.72
CERN Trip Nov 2022	720.00	CERN Trip Nov 2022	657.05
CHARITY GENERAL	12.27	CHARITY GENERAL	0.00
Chateau French Residential Trip	1,185.00	Chateau French Residential Trip	3,554.50
Children in Need	50.00	Children in Need	50.00
DANCE GENERAL	1,283.66	DANCE GENERAL	779.81
Drama GCSE Trip Package	1,602.00	Drama GCSE Trip Package	1,177.85
DRAMA GENERAL	717.06	DRAMA GENERAL	1,678.30
Duke of Edinburgh 2023	3,635.34	Duke of Edinburgh 2023	1,929.48
Duke of Edinburgh Award	65.00	Duke of Edinburgh Award	0.00
Football Academy Kit	1,098.00	Football Academy Kit	1,094.25
GENERAL ACCOUNT	0.00	GENERAL ACCOUNT	205.25
GEOG GCSE FIELD TRIP PACKAGE	2,428.80	GEOG GCSE FIELD TRIP PACKAGE	1,851.15
Globe Theatre Trip	1,166.00	Globe Theatre Trip	2,295.00
HARRY23 Harry Potter and the Cursed Child	3,340.00	HARRY23 Harry Potter and the Cursed Child	2,958.83
Houses of Parliament	113.75	Houses of Parliament	20.00
Inspector Calls 2022	58.00	Inspector Calls 2022	517.80
Total Income	172,535.48	Total Expenditure	150,217.02
Excess of Expenditure over Income	0.00	Excess of Income over Expenditure	22,318.46

Income		Expenditure	
LEAVER SCH SHOP DEPOSIT	0.00	LEAVER SCH SHOP DEPOSIT	5.00
LIBRARY GENERAL	151.02	LIBRARY GENERAL	0.00
LIBRARY TEXTBOOK LOANS	515.00	LIBRARY TEXTBOOK LOANS	420.00
Macmillan Coffee Morning Oct	150.13	Macmillan Coffee Morning Oct	150.13
MATHS CALCULATOR LOAN 6TH FORM	599.66	MATHS CALCULATOR LOAN 6TH FORM	160.00
Matilda - Performance	3,125.35	Matilda - Performance	3,114.44
MINI BUS	0.00	MINI BUS	29.98
MTI Junior Musical Theatre Festival	750.00	MTI Junior Musical Theatre Festival	975.00
Much Ado About Nothing	222.00	Much Ado About Nothing	207.35
MUSIC GENERAL	1,040.00	MUSIC GENERAL	98.85
ParentPay refunds - Covid-19	5,547.00	ParentPay refunds - Covid-19	5,547.00
ParentPay Transaction Fees	0.00	ParentPay Transaction Fees	2,136.39
Peaky Blinders	302.00	Peaky Blinders	315.00
Pineapple Studio Trip	1,320.00	Pineapple Studio Trip	1,288.45
POSTERS/BADGES	310.00	POSTERS/BADGES	0.00
Prom 2023 Year 11	8,781.28	Prom 2023 Year 11	8,939.49
RHINE23 Rhineland Tour 2023	5,240.00	RHINE23 Rhineland Tour 2023	5,240.00
SCHOOL PRODUCTIONS	0.00	SCHOOL PRODUCTIONS	500.00
SIX - Performance	2,688.10	SIX - Performance	1,489.73
Six Trip to Vaudeville Theatre	740.00	Six Trip to Vaudeville Theatre	517.50
Ski and Snowboard Trip 2024	46,630.00	Ski and Snowboard Trip 2024	22,885.00
Sleeping Beauty	1,147.00	Sleeping Beauty	896.00
Snow White	1,905.00	Snow White	1,420.00
STAFF WELFARE FUND	110.00	STAFF WELFARE FUND	250.00
Tanzania Trip 2022	0.00	Tanzania Trip 2022	837.08
The Caucasian Chalk Circle 2022	1,275.00	The Caucasian Chalk Circle 2022	1,430.00
The Choir of Man	517.00	The Choir of Man	521.30
The Ocean at the End of The Lane	1,005.00	The Ocean at the End of The Lane	564.00
The Woman in Black (GCSE)	1,237.00	The Woman in Black (GCSE)	1,088.00
The Woman in Black (Year 9)	1,984.00	The Woman in Black (Year 9)	1,642.00
TUCK - PE	107.59	TUCK - PE	0.00
Valedictory Ball 2022	0.00	Valedictory Ball 2022	165.87
Victoria and Albert Museum 2023	1,750.00	Victoria and Albert Museum 2023	1,325.00
WEAR IT PINK - BREAST CANCER	1,052.13	WEAR IT PINK - BREAST CANCER	1,052.13
Wicked	1,637.00	Wicked	1,529.50
YEAR 10 SCHOOL SHOP DEPOSIT	0.00	YEAR 10 SCHOOL SHOP DEPOSIT	6.00
YEAR 11 SCHOOL SHOP DEPOSIT	0.00	YEAR 11 SCHOOL SHOP DEPOSIT	7.00
YEAR 12 SCHOOL SHOP DEPOSIT	0.00	YEAR 12 SCHOOL SHOP DEPOSIT	12.00
YEAR 13 SCHOOL SHOP DEPOSIT	0.00	YEAR 13 SCHOOL SHOP DEPOSIT	6.20
Total Income	172,535.48	Total Expenditure	150,217.02
Excess of Expenditure over Income	0.00	Excess of Income over Expenditure	22,318.46

Income		Expenditure	
Year 7 School Shop Deposit 2022	325.00	Year 7 School Shop Deposit 2022	0.00
Year 8 School Shop Deposit 2021	40.00	Year 8 School Shop Deposit 2021	12.00
Year 9 School Shop Deposit 2020	50.00	Year 9 School Shop Deposit 2020	25.00
YOUNG ENTERPRISE COMPANY	36.37	YOUNG ENTERPRISE COMPANY	36.37
YR11 VALEDICTORY BALL GENERAL	0.00	YR11 VALEDICTORY BALL GENERAL	500.00
Yr 12 Fundraising	368.68	Yr 12 Fundraising	0.00
YR13 PROM 2023	4,812.15	YR13 PROM 2023	4,284.94
Total Income	172,535.48	Total Expenditure	150,217.02
Excess of Expenditure over Income	0.00	Excess of Income over Expenditure	22,318.46

Section 2

Balance b/f 01/09/2022		Balance c/f 31/08/2023	
Cash	392.02	Cash	524.00
Cheques in Hand	0.00	Cheques in Hand	0.00
Unsettled ePayments	371.50	Unsettled ePayments	16.66
Current Account Natwest	27,455.37	Current Account Natwest	49,996.69
Total	28,218.89	Total	50,537.35

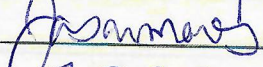
Income		Expenditure	
Movement in Period	22,318.46	Movement in Period	0.00


Section 3

Amount owing to the Fund at Period End		Amount owed by the Fund at Period End	
		000836	90.00
		000841	804.72
		000843	500.00
Amount received in advance for a committed expense		Valuation at cost price of Stock in Hand at period end	
Total	0.00	Total	1,394.72

Section 4

We certify that, to the best of our knowledge, the accounts shown above are correct.

Treasurer 
Date 7.3.25

Headteacher 
Date 7.3.25

Section 5

Audit Certificate

We have audited the accounts of the above Fund in accordance with CC32 INDEPENDENT EXAMINATION (guidelines). In my/our opinion, there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs at and its assets at that date were sufficient to meet all the liabilities of the Fund in full.