

## Value for Money Statement 2013/2014



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I, Lucille Leith, accept that as Accounting Officer of Knightsfield School, I am responsible and accountable for ensuring that the Academy delivers good value in the use of public funds and 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 funds 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 2013/2014.

The key priority for the year was to maintain outstanding through ensuring that high quality feedback to pupils enabled them to make improvements in their work so that they made expected or better progress from their starting points to the end of Key Stage 4.

**Targeted improvement:** Knightsfield School has worked with Achievement for All to increase parental engagement with their child's learning, set individual literacy and numeracy and wider outcomes targets

**Focus on individual students:** Pupil Premium was used to ensure that there was no significant gap in progress between pupils receiving Pupil Premium funding and other pupils.

Tailored programmes were delivered to support individual pupils to improve their literacy and communication skills.

Knightsfield School rewards excellence and encourages positive behaviour. We celebrate achievement and encourage students to try new activities to develop their confidence, independence and leadership skills.

As a special secondary school we provide the full range of national curriculum subjects for pupils age 11 - 18. We have historical integration links with a mainstream school which provides Key Stage 3 drama, art and PE lessons. GCSE, BTEC and Entry Level qualifications are provided to suit individual students abilities and requirements. Post-16 vocational and academic courses are provided by a local college and mainstream schools. These prepare our students for higher education or the workplace.

**Quantifying improvements:** The Governors' Curriculum Committee meets at least once per term to ensure that the quality of provision for students at Knightsfield School continues to be outstanding. Governors' plan visits into school based on the School Development Plan's objectives. Visits during 2013/14 focused on scrutiny of pupils' work including quality of marking and progress over time.

**Financial governance and oversight:** Knightsfield School's Governing Body has strong oversight of the financial management of the budget. The Resources Committee of Knightsfield School meets at least termly to monitor the financial position, to receive reports and to challenge decisions. The Internal Audit department of our Local Authority has been contracted to undertake the role of Responsible Office to review the effectiveness of our internal controls and procedures, reporting to the Committee on a termly basis. Our external auditors review our financial processes in the annual audit. The levels of delegation on spending proposals ensure we take the necessary steps to achieve best value.

The Full Governing Body approves the budget each year and is mindful of the need to balance expenditure against income to ensure the Academy remains a 'going concern'. The Governing Body also receives and approves the Annual Accounts and External Auditors Management Report.

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**Better purchasing:** The School Business Manager reviews contracts and suppliers on a cyclical basis to ensure best value. Insurance was purchased through the CPC consortium and gas and electricity through an academy pooled arrangement to ensure best value. At least three quotes are obtained, and the approval of the Resources Committee before making larger purchases. A formal tendering process is undertaken if a project exceeds the limit set in our Financial Schedule of Delegation.

**Reviewing operation to maximise use of resources:** The Senior Management Team and Resources Committee review expenditure and make adjustments based on the curriculum needs highlighted in the School Development Plan.

**Lessons learned:** Knightsfield School has completed its second year of operation as an Academy. The financial efficiency has been improved by matching staffing closely to funding and through cost efficiency savings in utilities and staffing.

*l. n. leith*

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Lucille Leith, Headteacher & Accounting Officer of Knightsfield School

*11/12/14*

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Date