



The Trustees  
Beaufort Co-Operative Academy  
Holmleigh Park  
Tuffley  
Gloucester  
GL4 0RT

Your Ref :

Our Ref : COOP/ACAD.1.2017.6/NSS/C

Name Of Contact : Nikki Smith

23 November 2017

Dear Sirs

**Management Letter**  
**Audit for the Year Ended 31st August 2017**

There were no changes to our audit approach, as discussed with you and set out in our engagement letter dated 15 November 2017.

During our audit and assurance work for the year ended 31 August 2017, we can confirm that no matters have come to our attention which require communication in this letter.

The following audit issues communicated in the 2016 management letter and the proposed approach to each of these areas, in light of whether there were further developments in the year are outlined below:

<b><u>Observation</u></b>	<b><u>High, Medium or Low risk</u></b>	<b><u>Status in current year</u></b>	<b><u>Trust response/ timetable for action</u></b>
<p><u>Cut-off</u> A number of pre year-end purchase invoices were noted as being posted in to the 2016/17 period, with no adjustment to bring the costs into 2015/16.</p>	Medium	<i>A number of pre year-end purchase invoices were noted as being posted in to the 2017/18 period, with no adjustment to bring the costs into 2016/17.</i>	<b>It has been noted by the auditors that there had been a significant reduction in the level of costs around the year end not accrued. Further increased capacity within the department is anticipated with potential growth of the MAT in the future. This will assist in the reduction of such adjustments, which will be processed where they are deemed to be material.</b>

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<u>Observation and recommendation</u>	<u>High, Medium or Low risk</u>	<u>Status in current year</u>	<u>Trust response/ timetable for action</u>
<u>Sports centre income</u> It was noted that the cash and cheques received for August 2015 were not banked until the end of September 2015.  It was also noted that the income from the sports centre is recognised on a cash basis.	Medium	<i>An accrual had been made for sports centre income relating to the last week of August 2017 that had not been banked.</i>	<b>N/A as resolved</b>
<u>Accrued income</u> It was noted that income had not been accrued for the second instalment of Pupil premium income for the year.	Low	<i>The second instalment of Pupil Premium in relation to the financial year 2016/17 had not been accrued.</i>	<b>Observation noted: An appropriate journal in the form of an accrual will be processed to reflect this in the current financial year.</b>

As the purpose of the audit and assurance work is to form an opinion on the company's financial statements and provide a limited assurance conclusion on regularity, you will appreciate that our examination cannot necessarily be expected to disclose all shortcomings of the system and for this reason, the matters raised above may not be the only ones which exist.

We have complied with the Financial Reporting Council's Ethical Standard and any potential threats to our independence, as discussed during the audit planning process, have been properly addressed through appropriate safeguards. No additional facts or matters have arisen during the course of the audit that we wish to draw to your attention and we confirm that we are independent and able to express an objective opinion on the financial statements.

We have prepared this letter for your use only. With the exception of the Education and Skills Funding Agency, it should not be disclosed to a third party and we can assume no responsibility to any person to whom it is disclosed without our written consent.

We trust the above has been useful for your purposes. As you are aware, a copy of the completed letter is required to be submitted to the Education and Skills Funding Agency by 31 December 2017 and hence we look forward to hearing from you in due course.

Yours faithfully



**Davies Mayers Barnett Audit Services**