Redrambler Limited

ACADEMY INTERNAL AUDIT 2024/25
URMSTON GRAMMAR

Summary internal audit report 2024-25

Summary internal audit following the audit~~s~~ which were carried out during **2024-25**.

The audit report below should be read in detail paying attention to the comments and risk on each individual item, ***1 is high risk, 5 is low risk.*** Items without a grade have not been tested. A summary sheet is provided for reference at the front of this report.

Internal control, no matter how well designed and operated, can provide only reasonable, and not absolute assurance regarding the achievement of the guidelines in the Academy Trust Handbook (ATH) 2024. The likelihood of achievement is affected by limitations inherent in all internal control systems. These include the possibility of poor judgement in decision-making, human error, control processes being deliberately circumnavigated by employees, management overriding controls and the occurrence of unforeseeable circumstances. Redrambler Limited aims to provide proactive advice, identify good practice and highlight any systems weaknesses for management consideration in a format that is clear and easy to understand. We have planned our work, which can be conducted remotely, to give a reasonable expectation of detecting significant control weaknesses. However, internal audit procedures alone, even when carried out with due professional care, cannot ensure fraud will be detected.

There are no items of an urgent nature to bring to the attention of the Academy.
The overall risk is graded as **LOW**

Redrambler Limited would like to thank the staff for their cooperation and support during the remote Internal Audit of the Academy.

Redrambler Limited
31st August 2025

Summary information

Name of Academy Trust	Urmston Grammar
Address including postcode	Newton Road, Urmston, Manchester, M41 5UG
MAT or standalone?	Standalone
NOR	1,124
Capacity	1,219
% over/undersubscribed	92.2% Full
CEO & Accounting Officer	Mrs Riffat Wall
Chair of Trustees	Mr Nicholas Crowther
Chair of Finance/Audit Committee	Mr Andrew McLaren
Finance Director (or equivalent)	Joanne Daley - (Finance Director)
Auditors	DJH Mitten Clarke
Latest Ofsted inspection and category	May 2022 – Good
Accounts package	Sage for Education
Payroll provider (or in house software)	DJH Mitten Clarke
MIS	ESS - Capita

Summary

	Date of Audit		28th April 2025			27th May 2025			9th June 2025		
Section	**Description**	**No of Items**	**No Tested**	**Highest grade**	**Lowest grade**	**No Tested**	**Highest grade**	**Lowest grade**	**No Tested**	**Highest grade**	**Lowest grade**
A	Budget Planning, Monitoring and Reporting	19									
B	Income	22									
C	Purchasing	15									
D	Cash Flow and VAT	11									
E	Payroll and HR (half day)	15									
E	Payroll and HR (full day)	31									
F	Risk Management	16									
G	Premises Management	27							23	5	3
H	Single Central Record	16							15	5	4
J	Cyber Security	36	35	5	4						
K	GDPR compliance	43									
L	Website compliance	34				33	5	3			
M	Compliance with Academy Trust Handbook 2024	55									
N	Preparing for a new finance system	28									
P	Governance Review	41									
	Overall	**409**	**35**	**5**	**4**	**33**	**5**	**3**	**38**	**5**	**3**

G	PREMISES MANAGEMENT	COMMENTS	28 Apr 25	27 May 25	9 Jun 25
G2	Does the academy have a Premises Management Plan which is linked with the Budget Plan? Is it approved by the Board? (ATH 1.20 and 2.14) and the government guidance - www.gov.uk/guidance/good-estate-management-for-schools/strategic-estate-management	We were assured there is a premises management plan but it is not fully linked to the budget. 5 year electrical testing done 3 years ago. There is an Estate Vision which we were shown which sets out the vision of the trust for the estate, this was last updated September 2024 **We recommend that premises management plan is costed and linked to the budget.**			3
G3	Does the Premises Management Plan include maintenance costs as well as short and long term improvement costs?	We asked for but have not been sent the information on these costs. We were assured the costs are in the budget. **We recommend that premises management plan is costed and linked to the budget.**			3
G	**PREMISES MANAGEMENT – Overall Risk**				**LOW**

H	SINGLE CENTRAL RECORD	COMMENTS	28 Apr 25	27 May 25	9 Jun 25
H	**SINGLE CENTRAL RECORD – Overall Risk**				LOW

J	CYBER SECURITY	COMMENTS	28 Apr 25	27 May 25	9 Jun 25
J	**CYBER SECURITY – Overall Risk**		LOW		

L	WEBSITE TO ENSURE COMPLIANCE	COMMENTS	28 Apr 25	27 May 25	9 Jun 25
Website Address		www.urmstongrammar.org.uk			
L14	In accordance with ATH 1.49 the trust must publish on its website up-to-date details of its governance arrangements in a readily accessible format. Do the directors listed agree with those listed on *Companies House* and *Get Information About Schools*?	This information is published on the governing body tab. We checked companies house and Get Information About Schools during the audit. One trustee is on these two sites but not shown on the website, J A Edwards-Dunn. The appointment date on the two sites is different 3rd and 5th October 2024. **The website needs to be updated for J A Edwards-Dunn as soon as possible, care should be taken to ensure that these areas show the same information. We recommend that on the website the members are shown separately from the trustees to make it easier to read.**		3	

L	WEBSITE TO ENSURE COMPLIANCE	COMMENTS	28 Apr 25	27 May 25	9 Jun 25
L15	In accordance with ATH 1.49 trusts must publish on their website relevant business and pecuniary interests of members, trustees, local governors and accounting officers. Check when this was last reviewed, is it up to date?	This is published on the website for 2023-24 a different link goes to the 2022-23 interest. **The interests shown as declared needs to have the date it was reviewed clearly shown. In addition, the date the interest started, and if applicable ended should be shown on the document. The links need to go to the current interest declared and the old ones removed from the site**		3	
L19	Has the Trust published the number of employees whose benefits exceeded £100k, in £10k bandings (extracted from the disclosure in the financial statements from the previous year ended 31 August) as per ATH 2.29?	This information is in the audited accounts at note 8 on page 35, but we could not find it separately on the website. **This should be published separately on the website as soon as possible.**		3	
L	**WEBSITE TO ENSURE COMPLIANCE – Overall Risk**			**LOW**	