



**FINAL INTERNAL AUDIT REPORT**  
**EDUCATION, CARE AND HEALTH DEPARTMENT**

**PRE ACADEMY AUDIT OF ROYSTON PRIMARY SCHOOL 2013-14**

**Issued to:** Miss S French, Principal

**Cc:** Mrs S Head, Chair of Governors (final report only)  
Schools Finance Team, (final report only)

**Prepared by:** Principal Auditor

**Date of Issue:** 6<sup>th</sup> December 2013  
**Report No.:** CYP/P55/01/2013

## **INTRODUCTION**

1. This report sets out the results of our closure audit of Royston School carried out in quarter 3 of 2013/14. The school transferred to academy status on 01/09/13.
2. The purpose of this visit is to identify any issues which need to be resolved prior to closure of the accounts.
3. The period covered by this report is from 01/09/12 to 01/09/13.

## **AUDIT SCOPE**

4. The scope of the audit is detailed in the Terms of Reference.

## **MANAGEMENT SUMMARY**

5. We have reviewed primary accounting information including: expenditure, leases and contracts, payroll records, VAT returns and bank accounts. We also considered progress towards signing up to a Commercial Transfer Agreement.
6. There were no major findings and nothing we would like to bring the following to management's attention.

## **ACKNOWLEDGEMENT**

7. We would like to thank all staff contacted during this review for their help and co-operation.