

MANAGEMENT LETTER
TO THE GOVERNING BODY OF
CHILTERN WAY ACADEMY
PERIOD ENDED 31 AUGUST 2016

During our audit for the period ended 31 August 2016 we reviewed the accounting procedures and system of internal controls. This review was made primarily to aid us in determining the scope of our work and did not purport to identify every irregularity or weakness in the system. The comments and recommendations made in this letter arose as a result of our review and are for the sole use of the Governing Body. No responsibility to any third party is accepted as the report has not been prepared, and is not intended, for any other purpose.

We shall be grateful if you will inform us in due course of the steps that you decide to take in respect of the matters dealt with in this management letter. It will also be helpful if you will inform us of any other proposed changes to your system of internal controls as and when they occur.

If you wish to discuss the points in this letter or indeed any other matters relating to the academy's finances and controls, please contact Michael Durst.

We would like to take this opportunity to thank the Headteacher and all other staff at the academy for the assistance provided to us in carrying out our audit.

Date: 24 October 2016

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<p>1. 2016 Interim Management Letter</p> <p>Our recommendations in the interim management letter have been fully adopted by the academy.</p>	<p>We recommend that:</p>	
<p>2. Finalisation of Predecessor School accounts</p> <p>Whilst we understand that Buckinghamshire County Council (LA) have agreed the final balance at 31 March 2016 in respect of Wendover House School, they are still to agree the final</p>	<p>The academy should agree the final balances and obtain written confirmation of these from the LA to confirm the figures included in the financial statements.</p>	<p>Wendover House confirmed. Prestwood Lodge outstanding.</p>

OBSERVATIONS & COMMENTS	RECOMMENDATIONS	MANAGEMENT RESPONSE
<p>balance in respect of Prestwood Lodge School.</p>	<p>Priority: High</p>	
<p>3. VAT The balance on the VAT control account in the nominal ledger could not be reconciled with outstanding VAT claims and invoices processed after the August 2016 VAT claim was submitted.</p>	<p>The academy should identify the difference and, in future, reconcile the VAT control account balance with outstanding claims. Priority: Medium</p>	<p>Difference arose because periods were not closed promptly. Procedures have been put in place to close each month on the first working day of the following month. The account is reconciled monthly.</p>
<p>4. Schedule of Unadjusted Errors There were no errors that we noted in carrying out our audit that have not been adjusted in the accounting records.</p>		