

## Who we are

We advise dynamic businesses, not for profit organisations, private individuals and families on all areas of business, tax and wealth. We help you make confident decisions about the future.

With offices across London, Kent and Sussex and international reach via Kreston International, we are dedicated to meeting and exceeding the needs of all our clients wherever their ambition takes them.

We provide a full range of accountancy, business advisory and financial services that will help you to achieve your personal and business goals.

## Our specialist services for academies

- Accounting
- Audit and assurance
- Internal audit and RO services
- Company secretarial services
- Teachers pensions scheme audits
- Employee benefits
- Management accounting and payroll
- VAT and duty consultancy and tax services
- ICFP evaluations
- Teaching school annex G audits
- Governance training

## Knowing your business, tax and wealth needs.

Our offices are across London, Kent and Sussex.

Call: +44 (0)330 124 1399

Email: [enquiries@krestonreeves.com](mailto:enquiries@krestonreeves.com)

Visit: [www.krestonreeves.com](http://www.krestonreeves.com)



For more information on our services for academies, go to

[www.krestonreeves.com/sectors/academies-education-accountants](http://www.krestonreeves.com/sectors/academies-education-accountants)

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2019/20

• Important dates for academies

## Important dates for academies

### Accounting and company secretarial

Year end	31 Aug
ESFA filing of accounts, management letter and accounts submission cover sheet	31 Dec
ESFA internal audit summary submission	31 Dec
Academy accounts return	20 Jan
Companies House filing of accounts	31 May*
Confirmation statement -	
Anniversary of incorporation *	

### Website filing deadlines

Accounts	31 Jan
Funding agreement	ASAP
Articles of association	ASAP
Register of business interests	ASAP
Scheme of delegation (MATs only)	ASAP
2020 admissions appeals timetable	28 Feb
2021 admissions arrangements	15 Mar

### VAT (if VAT registered)

Electronic VAT returns  
- 1 month and 7 days from return date

### Funding

Academic year 2019/20 - date on which GAG funding will be in Academy's bank account

2 Sep	1 Oct	1 Nov	2 Dec
2 Jan	3 Feb	2 Mar	1 Apr
1 May	1 Jun	1 Jul	3 Aug

### Pension

EOYC return filing 29 May

If an unaudited EOYC is submitted in May, an audited EOYC will be required to be submitted by 30 September.

### Land and buildings collection tool

4 Nov

### Schools Resource Management Self-assessment Tool checklist

14 Nov

### Corporate tax (where relevant)

Corporation tax payment 1 Jun  
CT600 Corporation tax return filing 31 Aug

### Payroll 2019/20

Year end 5 Apr  
P60 to be sent to employees 31 May  
P11D filing 6 Jul

### Budget forecasts

Budget forecast return outturn (BFRO) 21 May  
Budget forecast return (BFR) 30 Jul

### Other

Academy financial management and governance self-assessment (FMGS) return \*

\* Submission deadlines dependent upon date of academy opening. Please contact one of our Academy specialists for further information.

Contact our specialist Academies and education team on +44 (0)330 124 1399



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