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Our offices are across London,
Kent and Sussex.

Call: +44 (0)330 124 1399

Email: enquiries@krestonreeves.com

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academies, go to:

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2021/22

• 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	25 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	Ongoing
Scheme of delegation (MATs only)	ASAP
2022 admissions appeals timetable	28 Feb
2023 admissions arrangements	28 Feb
Executive pay over £100K	ASAP

Funding

Academic year 2021/22 - date on which GAG funding will be in Academy's bank account

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

VAT (if VAT registered)

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

Pension

EOYC return filing 31 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 9 Nov

Schools Resource Management Self-assessment Tool checklist 15 Mar

Corporate tax (where relevant)

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

Payroll 2021/22

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

Budget forecasts

Budget forecast return outturn (BFRO) 17 May
Budget forecast return (BFR3Y) 26 Jul

Other

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

*Submission deadlines dependant 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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