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6 Broadfield Court
Broadfield Way
Sheffield
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Notre Dame High School
Fulwood Road
Sheffield
S10 3BT

08098345 (England & Wales)

Dear Sirs

Notre Dame High School

Year ended 31 August 2019

During the course of your audit of our financial statements for the above period, the following representations were made to you by the management and trustees.

1. We have fulfilled our responsibilities as governors under the Companies Act 2006 for preparing financial statements, in accordance with the applicable financial reporting framework, that give a true and fair view and for making accurate representations to you as our auditors and for the financial statements which you have prepared on our behalf for Notre Dame High School.
2. We confirm that all accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by Notre Dame High School have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all Governors' meetings (held during the year and up to the date of this letter), have been made available to you. We also confirm that we have given you unrestricted access to persons within Notre Dame High School in order to obtain audit evidence and have provided any additional information that you have requested for the purposes of your audit.
3. We confirm that, having considered our expectations and intentions for the next twelve months and the availability of unrestricted resources, Notre Dame High School is a going concern.
4. We confirm that we have reviewed Notre Dame High School's accounting policies and estimation techniques and, having regard to the possible alternative policies and techniques, the accounting policies and estimation techniques selected for use in the preparation of the financial statements are the most appropriate to give a true and fair view of Notre Dame High School's particular circumstances. We also confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable and that constructive obligations for grants payable have been recognised.

5. We acknowledge our responsibility for the design and implementation of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our own risk assessment that the financial statements may be misstated as a result of fraud.
6. We confirm that there have been no actual or suspected instances of fraud involving Governors, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former Governors, employees, regulators or others.
7. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
8. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
9. We confirm that Notre Dame High School has had, at no time during the year, any arrangement, transaction or agreement to provide credit facilities (including loans, quasi-loans or credit transactions) for trustees, nor to guarantee or provide security for such matters, except as already disclosed in the financial statements.
10. We acknowledge that, subject to certain specific exemptions, the academy trust's financial statements are required to disclose comprehensive details of transactions and relationships with its "related parties" in order to give a true and fair view. Accordingly we confirm that
 - (a) We have disclosed to you the identity of the academy trusts' related parties and all the related party transactions of which we are aware; and
 - (b) We have properly accounted for and disclosed all such relationships and transactions in the financial statements.

In making the confirmation we acknowledge:

- (a) The following broad definition of related parties, being: those individuals, companies and other entities connected or linked with the academy trust or its trustees in such a way as to make feasible negotiations of mutual contracts on a non-arms length basis; and
 - (b) The formal definitions of "related parties" given in the applicable accounting standards.
11. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
12. We confirm that Notre Dame High School has not contracted for, nor authorised, any capital expenditure, other than as disclosed in the financial statements.

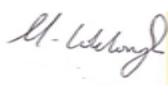
13. We confirm that all additions and disposals of fixed assets during the year have been accounted for in the financial statements.
14. We confirm that cash income during the year has been fully recorded in the accounting records and has been banked promptly.
15. We confirm that all doubtful debts at 31 August 2019 have been provided against in the financial statements.
16. We confirm that all assets are adequately insured and that Notre Dame High School has adequate public and employer's liability insurance.
17. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which Notre Dame High School conducts its activities and which are central to Notre Dame High School's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
18. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.
19. We confirm that we are not aware of any matters of material significance that should be reported to the Charity Commission.
20. We confirm that all correspondence with regulators has been made available to you, as auditors, including, in England and Wales, any serious incident reports.
21. We acknowledge that, under the FRC Ethical Standard, the provision of audit and non-audit services by you to us gives rise to a potential threat to independence. We confirm that you have explained to us the threats and the safeguards that you have put in place to address the potential self-review threat. We acknowledge that you have discussed the draft accounts, corporation tax computation and final journals with Heather Hazleton, who we have designated as 'informed management', and agreed to the inclusion of the journals and corporation tax provision in the final accounts.
22. We confirm there were no unadjusted misstatements in the financial statements that you brought to our attention during the course of the audit.

23. We acknowledge our legal responsibilities regarding disclosure of information to you as auditors and confirm that:
- (a) so far as each trustee is aware, there is no relevant audit information of which you as auditors are unaware; and
 - (b) each trustee has taken all the steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that you are aware of that information.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and expertise (and, where appropriate of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you and that to the best of our knowledge and belief they accurately reflect the representations made to you by the directors during the course of your audit.

Yours faithfully

Mr S G Davies (Headteacher)..... 

Mr M P Colclough (Chair of Governors)..... 

(Chair of Finance & Premises & Committee)..... 

Dated.....20.11.2019.....