

School Governance

Role of Governor with Responsibility for Finance

Objective:

- Ensure that we have the appropriate finance policies and procedures in place.
- Ensure that the annual budget and end of year accounts are brought to Governing Body for approval at the appropriate time.
- Ensure that the annual School Financial Value Standard (SFVS) self-assessment form is brought to Governing Body for approval at the appropriate time.
- Ensure that the school budget is regularly monitored by the Governing Body.
- Ensure that any recommendations following a financial audit are implemented.

What to do:

- Monitor status of relevant school policies and procedures and work with school link to bring recommended proposals to Governing Body for approval when due for review:
 - Charging & Remissions
 - Debt Recovery
 - Disposals
 - Governor's Allowances & Expenses
 - Lettings
 - Schedule of Financial Delegation
- Liaise with School Bursar to ensure all financial reports are available for the Governing Body at the appropriate time.
- Work with Office Manager to prepare the annual SFVS form for presentation to Governing Body
- Monitor the implementation of any recommendations following a financial audit.

School link: Headteacher/School Bursar/Office Manager