

Edenthorpe Hall Primary School
School Fund

Mission Statement/Aim

The aim of Edenthorpe Hall Primary School Fund is to advance and enhance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the Local Authority by statute.

The school fund is registered with the Charities Commission under Charity Number 1061087.

Officers:

The Chair of the Fund is the Headteacher

The Treasurer is the School Business Manager

The members of the Governing Body act as Trustees of the Fund.

The auditor of the school fund is an independent auditor, appointed on an annual basis by the Governing Body through the School Business Manager

Funds

Funds are sourced by commission from school photographs, non uniform days and fundraising.

The funds are used to subsidise educational visits and enhance the curriculum and learning by purchasing additional resources.

Financial Procedures:

Doncaster Schools Financial Regulations and the Scheme for Financing Schools are adhered to.

Banking:

The funds are held in Barclays Bank accounts in the name of Edenthorpe Hall Primary School.

All cheques are signed by two member of staff as agreed by the Governing Body.

The signatories for the cheque book are:-

- The Head Teacher
- The Business Manager
- The Assistant Head Teachers (2)

The role of the Governors:

The Business Manager will update the Governors as to the balance of the school fund half termly.

The designated Governors Auditor will check the school funds as and when they deem it appropriate but this must be a minimum of once a year

Insurance:

The school will buy back adequate insurance to cover fraud/fidelity guarantee.

Annual Statement of Accounts and Audit:

The normal accounting period will be for the year ending 31st August each year. The annual statement of accounts will be prepared on the accruals method and will consist of

- 1) Income and Expenditure Account
- 2) Balance Sheet
- 3) Notes and Annual Report
- 4) Independent Examiner's report to the Governing Body

It will be submitted in full to the Resources Committee of Governing Body during the autumn term or as soon after as possible.

An annual return will be made to the charities commission in line with their reporting method.

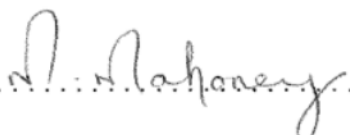
Dissolution of the School Fund:

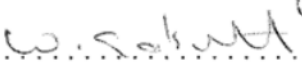
The school fund will be dissolved if a) the school closes, or b) the school amalgamates with another school.

Any assets remaining after satisfying the outstanding debts and liabilities will be given to the school for the benefit of the children at the school in a charitable manner. Once the school has closed, any assets remaining will be given to a local children's charity to be chosen by the Headteacher.

This policy was approved by the Governing Body on: 29/9/15

Next Review: September 2016

Signed:  Headteacher

Signed:  Chair of Governors