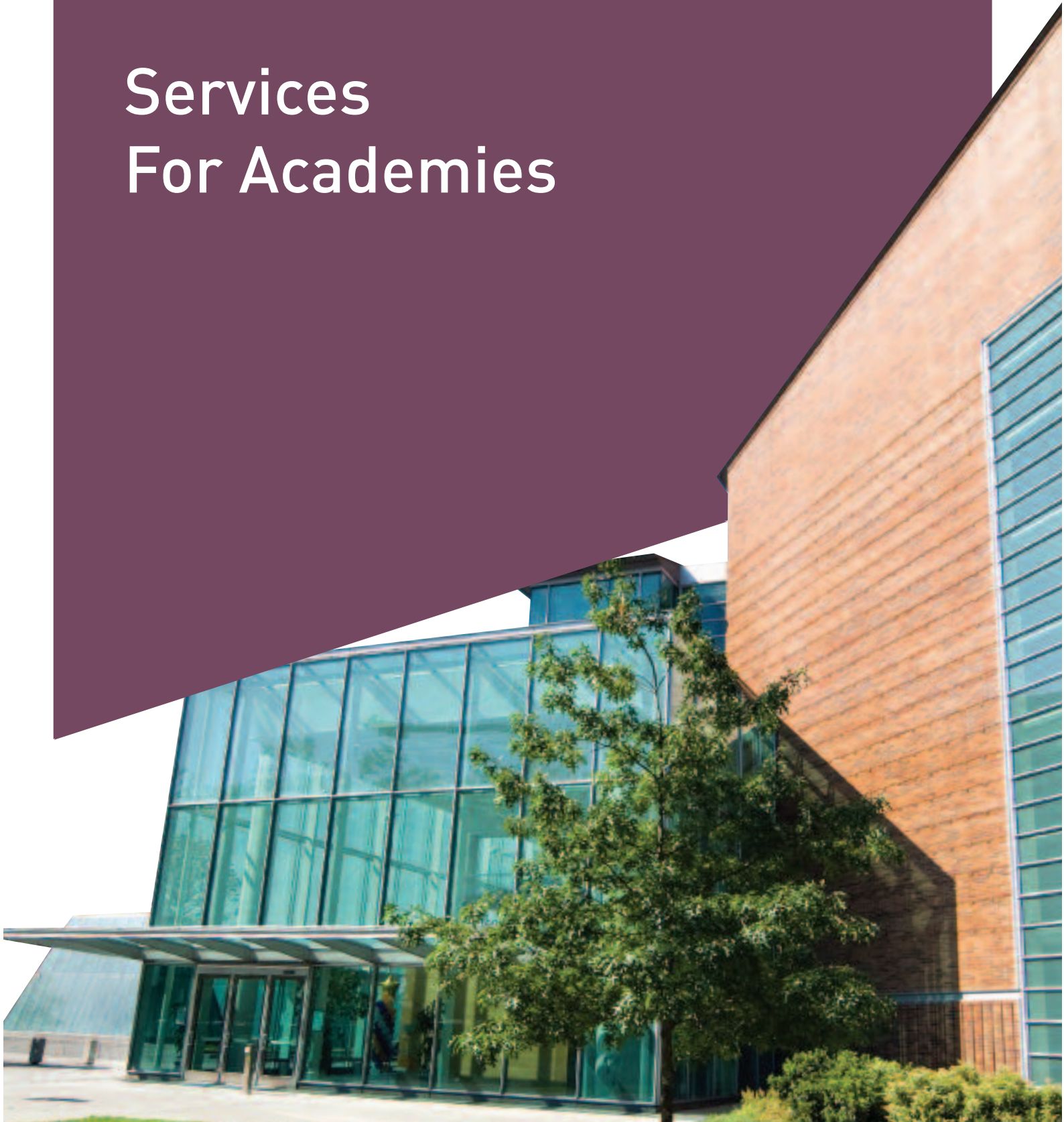


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SCHOOLS FINANCIAL SERVICES

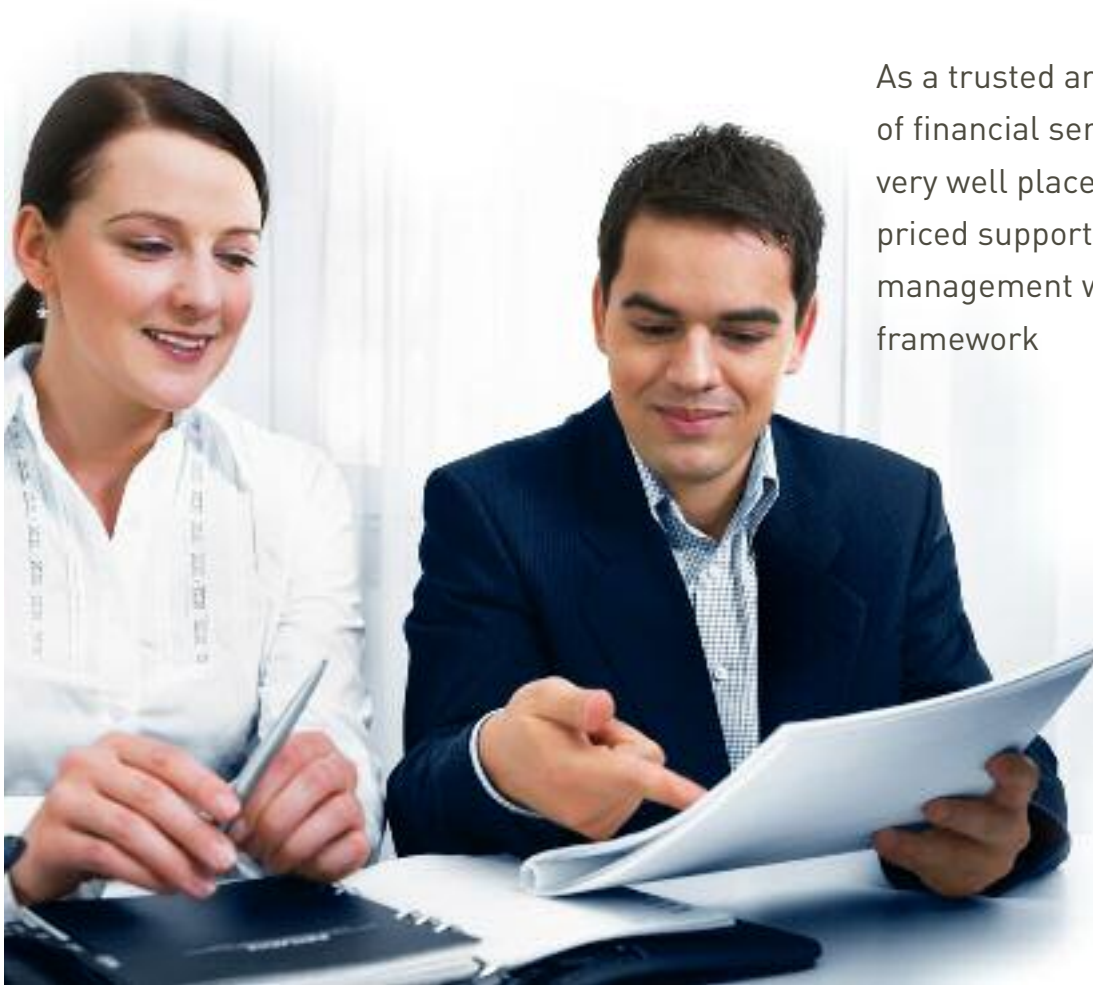
# Services For Academies



Tailored financial services, flexible and responsive to meet individual needs

Schools Financial Services offers a range of versatile services and individually tailored support to meet the requirements of academies. We understand the practical operation of academies and the management implications of controlling the financial resources.

As a trusted and highly regarded provider of financial services to schools we are very well placed to offer you competitively priced support in any aspect of financial management within the academy framework



## Services Available Include

- Ongoing support for the financial management function, including practical support for finance staff and advice & guidance to the Head Teacher and Governors.
- Advice & guidance to the Director of Finance on the maintenance of a transparent system of effective & prudent internal control, the day to day management of financial issues and the management of the academy's financial position.
- Responsible Officer Service; undertaking the Responsible Officer Role including the associated checks and production of reports in line with the Academies Financial Handbook.
- Regular visits to undertake a budget monitoring support service, check systems & financial controls and assist with the resolution of financial queries and problems.
- Salary payments reconciliation including the production of staffing spreadsheets and reconciliation between the current month's & the previous month's gross salary payments, showing the adjustments made for new appointments, resignations and pay rises etc.
- Reconciliation of Bank Accounts and Bank Statements.
- Production of Budget Setting Reports and short & medium term Strategic Financial Forecasts.
- Budget monitoring & review service, including the production of financial monitoring reports for the Headteacher & Governors.
- Production of Cash Flow Statements.
- Transaction processing of Accounts Payable, Accounts Receivable & Journals.

The above services are examples and we would welcome the opportunity to quote on an individual basis.

# SFS Contacts

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INVESTOR IN PEOPLE

