



SCHOOLS FINANCIAL SERVICES

# Budget Management Training Course



Tailored  
financial  
services,  
flexible and  
responsive  
to meet  
individual  
needs

An established  
part of Schools  
Financial Services'  
business is to  
offer Budget  
Management  
Training Courses.

These Courses are aimed at Head Teachers and Deputy Head Teachers (including those who are part of the NPQH programme), Bursars, Business Managers and Finance Officers in schools. Training will be conducted and facilitated by designated experienced staff from Schools Financial Services.



The course is delivered over 2 days and covers the following main topics:

■ **Introduction to Fair Funding and schools finances to include:**

- National and Local Frameworks for school & LA funding.
- Formula funding and detailed Section 251 Statement.
- Formula details and School Funding streams.

■ **Budget Planning to include:**

- Timescales - when and why
- Budget Areas - staffing and non staffing costs
- Case Study - completing a budget plan
- Budgetary decision making

■ **Budget Management and Monitoring to include:**

- The strategy for financial decision making
- Budget monitoring at the operational level
- Regulatory framework for financial accountability
- Long term planning
- Value for Money
- Schools Financial Value Standard

The cost of the Course is £495 per delegate, with 10% discount for members of the Loyalty Bonus Scheme, and includes lunch and refreshments throughout both days.

To register your interest in the next available course please telephone Sue Beer on 0121 303 2678 or email [sue.beer@birmingham.gov.uk](mailto:sue.beer@birmingham.gov.uk)

**Feedback is extremely positive including:**

“ Thank you, the course was spot on for my needs”

“ Thank you for the clarity of the delivery, putting complex issues into user friendly speak, explanations were clear and refreshingly jargon free”

## SFS Contacts

### Head of Service

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INVESTOR IN PEOPLE