

SCHOOLS FINANCIAL SERVICES

SEPTEMBER 2022 NEWSLETTER

Budget Planning Software Updates

The Budget Planning Software has now been successfully updated to Version 14.0.

We have uploaded a copy of the 'BPS Release notes Version 14.0' document to your BPS, this can be located within your help & User Guidance section.

The BPS Release Notes document, provides a detailed explanation of all sections updated within this update, and how this affects the way you use BPS going forward.

Should you experience any issues please contact us by email, or phone, our contact details can be located at the bottom of the page.

Budget Planning Software - Employee Scenarios

We have collated all the responses for those schools advising of the relevant Employee Scenarios they want removing from their BPS.

We have passed this information onto our software provider to get these removed in bulk, and will confirm once this has been actioned.

There are still quite a few schools we haven't heard from yet. If you would still like to have your Employee Scenarios removed, please still email into us, and we will collate a new batch for us to delete.

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SFS Training

The Training Team have now released all the training courses for the Autumn and Spring Terms and all are now available to book via [CPD online](#). These courses are FREE for all Kent Maintained Schools. There is a charge for Academies and Medway Schools for the FMS6 and Strategic Courses for School Leaders.

We currently have on offer courses which cover FMS6, especially Healthchecks and Closedown in the Spring 23 term, and The Budget Planning Software and strategic courses for School Leaders.

There are a mixture of face to face and Zoom webinars so please take a look and if you have any queries or wish to enquire about other training on a one to one basis (chargeable) please contact us by email, or phone, our details can be located at the bottom of the page.

Advance Notice

We just wanted to take the time and advise you that the Helpdesk will be closed on the 20th September for the whole day, and the 18th October between 9am to 1:30pm for training.



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SENIOR LEADERS TRAINING COURSE

Are you a recently appointed Headteacher? Or are you a Senior Leader who is aspiring to become one?

The SFS Training Team are providing face to face training on a Senior Leader's roles and responsibilities within finance, FREE for Kent Maintained Schools, delivered in collaboration with a Kent Maintained School Headteacher.

The training will help delegates develop strategic leadership with particular emphasis on resources and will work through practical examples of school situations and budgets. There will also be guest speakers from the Schools Budget and Counter Fraud Teams.

The three half day sessions will focus on:

- Financial Leadership, Management and Accountability
- Budget Planning and Procurement
- Budget Monitoring, Benchmarking and Fraud Protection

There is also the chance to share good practice with your colleagues.

Course Dates/Code:

- 12th, 19th, and 27th September - SCH 22/651

School-led tutoring form deadline

We would just like to remind schools the importance of completing their submission of the School-led tutoring by 16 September 2022. Failure to complete the statement by this date will result in all of the school-led tutoring funding being recovered by the ESFA. The form can be found [here](#).

Academy Trust handbook 2022

The revised Academy Trust handbook came into effect as of the 1 September 2022. Academy trusts must ensure they comply with this handbook as a condition of their funding agreement. It provides an overarching framework for implementation of effective financial management and other controls, consistent with their obligations as publicly funded bodies. The Academy Trust Handbook can be found [here](#).

