

SCHOOLS FINANCIAL SERVICES

TRAINING BROCHURE

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WHO SHOULD ATTEND?

Schools Financial Services

	Maintained Schools	Academies	Finance Staff	Headteachers	Governors	School Leadership Team
Strategic Financial Management in Difficult Times	Green		Green		Green	
Embedding Finance in the School Improvement Planning	Green				Green	
Improving the Quality of School's Monitoring	Green		Green	Green	Green	
Financial Management & Controls (Including FMS6 Updates)	Green		Green			
Senior Leaders: Understanding School Finance		Green				Green
Introduction to Finance for Headteachers	Green			Green		
Schools Financial Value Standard (SFVS)	Green		Green	Green	Green	
Introduction to the Budget Planning Software (BPS)	Yellow	Yellow	Yellow			
Budget Setting	Yellow	Yellow	Yellow			
Budget Monitoring	Yellow	Yellow	Yellow			
Budget Monitoring for Headteachers	Yellow	Yellow	Yellow	Yellow		
Kent Schools Payroll Reconciliation—Using the BPS	Yellow	Yellow	Yellow			
Introduction to School Finance Days 1-3	Orange		Orange			
How to Input your Budget on FMS6	Orange		Orange			
FMS6 Accounts Payable	Orange		Orange			
FMS6 Accounts Receivable	Orange		Orange			
FMS6 User Defined Reports	Orange		Orange			
FMS6 Healthcheck	Orange		Orange			
FMS6 Closedown	Orange		Orange			
Schools Closedown Returns—Non FMS6 Forms	Orange		Orange			
Understanding Academy Finance		Pink	Pink			Pink
School Finance - The Role of the Governor	Purple				Purple	
Academy Finance - The Role of the Governor		Purple			Purple	
Governing Body Training	Purple				Purple	
Schools onecards	Blue		Blue	Blue	Blue	
Schools Financial Value Standard (SFVS)	Blue		Blue	Blue	Blue	
Financial Controls and the Scheme for Financing Schools	Blue		Blue	Blue	Blue	
Financial Controls—Compliance	Blue		Blue	Blue	Blue	
Schools VAT	Blue		Blue	Blue	Blue	
Capital Funding for Schools	Blue		Blue	Blue	Blue	
Financial Controls—Fraud Prevention	Blue		Blue	Blue	Blue	
Income Generation	Light Green	Light Green	Light Green	Light Green	Light Green	Light Green

INTRODUCTION

Schools Financial Services (SFS) offer a wide range of training solutions to meet your financial management needs with the main aim of ensuring that schools are financially well managed.

Training is available for school staff and governors in Kent and Medway schools as well as academies covering areas such as Introduction to Finance, Budget Monitoring, FMS6, Senior Leaders and many more.

Training on the Budget Planning Software (BPS) is included as part of the Core Financial Support Package.

A selection of regular training courses are provided free of charge for Kent Maintained schools. Many of these courses are also available for academies at an additional charge.

Bespoke training, face to face or remote, for schools or academies can be tailored to provide expert knowledge and guidance on either a one to one or small group basis. Please contact SFS for further information.

Also available is our e-learning programme that may provide training at a convenient time to suit you.

Administration fees, cancellation fees and terms do apply to all schools. Charges may apply for some training courses for non-KCC schools and academies.

All of our training courses can be booked via CPD Online.

Please visit the website www.theeducationpeople.org for full details, terms and conditions and price list.

STRATEGIC FINANCIAL MANAGEMENT IN DIFFICULT TIMES

Suitable for maintained
schools

Who should attend

- Headteachers, Finance Staff and Governors

Duration

- Face to Face: Half Day
- Webinar: Half Day

Description

This course looks at the processes and decision making strategies that may be required by a school when facing financial difficulties.

Delegates will work through a case study, using a number of financial management tools, to find ways to address a particular challenging financial position.

Those attending will be provided with strategies for gathering information, taking the necessary steps and balancing this with the costed School Improvement Plan and the school's staffing policy.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Strategic Finance

Suitable for maintained schools and academies

Strategic Finance

EMBEDDING FINANCE IN THE SCHOOL IMPROVEMENT PLAN

Who should attend

- Headteachers, Finance Staff and Governors

Duration

- Face to Face: Half Day
- Webinar: Half Day

Description

Learn skills and techniques using practical and theory based exercises to create and develop a School Improvement Plan clearly in cost terms.

Delegates will understand the need to create strong links between the School Improvement Plan and a Three Year Budget Plan, including the importance of finance in the delivery of the school's objectives.

Those attending will be provided with strategies for identifying, prioritising and costing improvement priorities and the importance of value for money when making decisions on spending.

For further information and to book your place visit: cpdonline.theeducationpeople.org

IMPROVING THE QUALITY OF SCHOOL MONITORING

Suitable for maintained
schools and academies

Who should attend

- Headteachers, Finance Staff and Governors

Duration

- Face to Face: Half Day
- Webinar: Half Day

Description

A theory based course on the activities required to improve the communication and effectiveness of budget monitoring in schools and academies.

Practical activities will cover the roles and responsibilities of monitoring as well as when and where information needs to be reviewed to provide an accurate forecast of income and expenditure.

Delegates will be able to recognise the links between the budget and ongoing delivery plans including changes to staffing structure and challenging the information presented on monitoring reports.

Note: This is a theory based course and does not provide training on the Budget Planning Software (BPS).

For further information and to book your place visit: cpdonline.theeducationpeople.org

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Strategic Finance

Suitable for maintained schools

Strategic Finance

FINANCIAL MANAGEMENT & CONTROLS (INCLUDING FMS6 UPDATES)

Who should attend

- Finance Staff

Duration

- Webinar only: 3 x 1 hour 30 minute sessions

Description

These sessions will enable delegates to update their knowledge of financial management and controls in accordance with the Scheme for Financing Schools and KCC's Financial Controls.

These sessions will include presentations by guest speakers covering the following areas:

- Fraud
- Compliance
- Financial Controls

For further information and to book your place visit: cpdonline.theeducationpeople.org

SENIOR LEADERS: UNDERSTANDING SCHOOL FINANCE

Suitable for maintained
schools and academies

Who should attend

- Current or aspiring Headteachers

Duration

- Face to Face only: Three x Half Days

Description

Develop strategic financial leadership skills using practical and theory based exercises using real school situations on the following topics:

- Financial leadership, management and accountability
- Budget planning and procurement
- Budget monitoring, benchmarking and fraud prevention

Delegates will be given guidance on how to interpret financial information and appreciate the links to self-evaluation to ensure that a school is financially well managed.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Strategic Finance

Suitable for maintained schools

Strategic Finance

INTRODUCTION TO FINANCE FOR HEADTEACHERS

Who should attend

- Headteachers

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This course is for Kent Maintained schools only.

The course is aimed at newly appointed headteachers or for those requiring a refresher on the processes and procedures that schools must follow.

This session will include practical exercises to demonstrate the importance of following the correct procedures and processes including:

- Financial Controls and School Finance Policy
- Separation of Duties
- Salary Payments
- School Bank Accounts and onecards
- Financial Reports
- Budgetary Controls
- Payment of Goods and Services
- Headteacher Authorisation of Financial Documents

For further information and to book your place visit: cpdonline.theeducationpeople.org

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SCHOOLS FINANCIAL VALUE STANDARD

Suitable for maintained
schools

Who should attend

- Governors, Finance Staff and Headteachers

Duration

- Webinar only: Half Day

Description

The Schools Financial Value Standard (SFVS) is a self-assessment tool that must be completed on an annual basis.

The SFVS helps to provide schools with assurance that they are meeting the basic standards necessary to achieve a good level of financial health and resource management.

The tool can be used to identify possible areas for change to ensure that resources are being used to support high-quality teaching and the best educational outcomes for pupils.

All Local Authority Schools in Kent must submit the SFVS self-assessment by 31st March on an annual basis.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Strategic Finance

Suitable for maintained schools and academies

Budget Planning Software

INTRODUCTION TO THE BUDGET PLANNING SOFTWARE (BPS)

Who should attend

- Finance Staff

Duration

- Face to Face: Full Day - including practical application
- Webinar: 2 x Half Days - demonstration only

Description

An introduction to Budget Planning Software (BPS) for Kent and Medway schools as well as academies.

This course is designed for new users who have not previously used the BPS system.

- Delegates will be able to understand how BPS works
- Delegates will be aware of how to amend information in BPS and run reports
- Delegates will be aware of how to use BPS to create a Three Year Budget Plan and how to monitor against this

Those attending will have the opportunity to work on a number of exercises on various sections within the BPS.

For further information and to book your place visit: cpdonline.theeducationpeople.org

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BUDGET SETTING

Suitable for maintained schools and academies

Budget Planning Software

Who should attend

- Finance Staff

Duration

- Face to Face: Full Day - including workshop
- Webinar: Full Day - demonstration only

Description

A Budget Planning Software (BPS) course for Kent and Medway schools as well as academies, covering:

- Updating employee information and inputting all other Income & Expenditure required
- How to create and submit a Budget Forecast in BPS as well as generate reports
- How to obtain the relevant report required to input the budget onto the school's accounting package

Additional Information

Available for beginners and experienced users as well as offered as a separate course for academies.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Suitable for maintained schools and academies

Budget Planning Software

BUDGET MONITORING

Who should attend

- Finance Staff

Duration

- Face to Face: Full Day - including workshop
- Webinar: Full Day - demonstration only

Description

A Budget Planning Software (BPS) course for Kent and Medway schools and academies covering:

- Discussion regarding the function of the Payroll Reconciliation within BPS
- How to import data from an accounting package to create and amend monitoring reports
- Producing Budget Monitoring reports including those for the Governing Body and for submission to the Kent Local Authority.

For further information and to book your place visit: cpdonline.theeducationpeople.org

BUDGET MONITORING FOR HEADTEACHERS

Suitable for maintained schools and academies

Budget Planning Software

Who should attend

- Headteachers

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This half day session is for newly appointed Headteachers or for those Headteachers who would like to refresh their understanding of why schools need to monitor budgets and what information is required to complete monitoring.

The sessions will cover:

- Roles and responsibilities when monitoring
- How budget monitoring is affected by decisions made in the school and how outside factors need to be included in the monitoring.
- Using monitoring as a live document. There will be an opportunity to share good practice during feedback to the group.

For further information and to book your place visit: cpdonline.theeducationpeople.org

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Suitable for maintained schools and academies

Budget Planning Software

KENT SCHOOLS PAYROLL RECONCILIATION - USING THE BUDGET PLANNING SOFTWARE (BPS)

Who should attend

- Finance Staff

Duration

- Webinar only: Half Day - demonstration only

Description

This half day session is for school finance staff who wish to understand how the school's payroll can be checked using the payroll reconciliation feature on the Budget Planning Software (BPS).

The session will also cover the various reports that the system can produce.

The assumption will be that those attending are finance staff who use FMS6 and have purchased the core finance package which includes the Budget Planning Software.

For further information and to book your place visit: cpdonline.theeducationpeople.org

INTRODUCTION TO SCHOOL FINANCE DAYS 1-3

Suitable for maintained
schools and academies

FMS6 Training

Who should attend

- Finance Staff

Duration

- Face to Face: 3 x Full Days - including practical application
- Webinar: 5 x Half Days - demonstration only

Description

This course is aimed at new or inexperienced finance staff and includes an introduction to the financial regulations and guidance that must be adhered to by schools.

The course will enable delegates to gain a good understanding of all aspects of school finance as well as learning how to use FMS6.

Topics covered will include daily routines such as processing purchase orders and invoices as well as making payments to suppliers. Month end routines will also be part of the course such as bank reconciliations and VAT returns as well as the generation of reports from FMS6.

For further information and to book your place visit: cpdonline.theeducationpeople.org

HOW TO INPUT YOUR BUDGET ON TO FMS6

Who should attend

- Finance Staff

Duration

- Webinar: 1 hour 30 minutes - demonstration only

Description

Delegates who attend this course will see a demonstration of how to input the first year of a three year budget plan on to FMS6.

Delegates will be learning to:

- Ensure the budget is input to the correct cost centre/ledger code combinations
- Check to ensure that the budget is balanced
- Ensure that the rollovers are appearing on the correct ledger codes

Please note that this course is for schools who are using the Budget Planning Software (BPS) to plan your budget.

For further information and to book your place visit: cpdonline.theeducationpeople.org

FMS6 ACCOUNTS PAYABLE

Suitable for maintained
schools and academies

Who should attend

- Finance Staff

Duration

- Face to Face: Full Day - including practical application
- Webinar: Full Day - demonstration only

Description

Delegates who attend this course will see demonstrations and be able to practice various elements using the FMS6 Accounts Payable module. All processes will be linked to the KCC Financial Controls and the School Model Finance Policy.

Key areas covered include navigating FMS6 and the set-up routine as well as the accounting structure and ordering. The course will also demonstrate how to process invoices and payments to suppliers by both cheque or online payment and the use of system generated reports.

Delegates will also learn the correct procedures for processing onecard transactions.

For further information and to book your place visit: cpdonline.theeducationpeople.org

FMS6 Training

Please be aware this
training course is
available on request

Suitable for maintained schools and academies

FMS6 Training

FMS6 ACCOUNTS RECEIVABLE

Who should attend

- Finance Staff

Duration

- Face to Face: Full Day - including practical application
- Webinar: Full Day - demonstration only

Description

Delegates who attend this course will see demonstrations and be able to practice various elements using the FMS6 Accounts Receivable module. All processes will be linked to the KCC Financial Controls and the School Model Finance Policy.

Key areas covered include setting up the Accounts Receivable module including debtor, products and books as well as navigating FMS6 Accounts Receivable menus.

Delegates will be able to produce invoices and match receipts. They will also be able to produce credit notes, account for write-offs and print various system generated reports e.g. debtor statements for outstanding balances.

For further information and to book your place visit: cpdonline.theeducationpeople.org

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FMS6 USER DEFINED REPORTS

Suitable for maintained schools and academies

FMS6 Training

Who should attend

- Finance Staff

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

Delegates will learn how to design and modify user defined reports using FMS6. This will include demonstrations and the practical application of updating the KCC Income and Expenditure and Reconciliation Reports.

Delegates will appreciate the difference between system generated reports and user defined reports and use in accordance with the school's own Finance Policy with regard to financial reporting.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Please be aware this training course is available on request

Suitable for maintained schools and academies

FMS6 Training

FMS6 HEALTHCHECK

Who should attend

- Finance Staff

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This course will demonstrate the importance of undertaking a healthcheck on FMS6. This will be completed by way of demonstrations and practical exercises.

Delegates will be able to check that the school's FMS6 system is up to date and reflects accurate financial information.

Those attending will be aware of how to validate balances on income and expenditure codes, reconcile control codes, identify errors and make necessary corrections to FMS6.

For further information and to book your place visit: cpdonline.theeducationpeople.org

FMS6 CLOSEDOWN

Suitable for maintained schools

Who should attend

- Finance Staff

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

Delegates will discuss the principles and reasons for completing year-end accounts.

The course will include demonstrations and practical experience (using examples from the Closedown Pack) for the closure of accounts on FMS6 and opening the next year. This will include how the preliminary closure works, how to correct any system errors if necessary and process year-end adjustments as required.

Delegates, using example data will also be able to cross reference final accounts to the outturn report which is provided to schools by Schools Financial Services.

For further information and to book your place visit: cpdonline.theeducationpeople.org

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FMS6 Training

Suitable for maintained schools

FMS6 Training

SCHOOLS CLOSEDOWN RETURNS NON FMS6 FORMS

Who should attend

- Finance Staff

Duration

- Webinar: 1 hour 30 minutes - demonstration only

Description

This webinar will cover non-FMS6 returns required from schools.

Includes a demonstration and step by step guidance on the completion of the Non-FMS6 Closedown Forms.

- Additional Supporting Information for Closedown
- Analysis of Year End Revenue Balances
- Capital Matrix

For further information and to book your place visit: cpdonline.theeducationpeople.org

UNDERSTANDING ACADEMY FINANCE

Suitable for academies

Who should attend

- Finance Staff & Senior Leadership Team (SLT)

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This course is aimed at providing fundamental information to enable members of the finance staff to undertake their role after a school converts to academy.

During the course we will provide an overview of the current Financial Controls that apply to academies, discuss areas including funding streams and financial returns as well as the roles of the Department for Education, Education Skills and Funding Agency and the Local Authority.

The course will cover a demonstration of a standard chart of accounts structure designed to meet the needs of an academy. We will also discuss the necessary month end transactions and give consideration to the balance sheet codes.

For further information and to book your place visit: cpdonline.theeducationpeople.org

Academy Finance

Please be aware this training course is only available on request

SCHOOL FINANCE THE ROLE OF THE GOVERNOR

Suitable for maintained
schools

Governor Training

Who should attend

- Governors

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This course is aimed at providing governors who have strategic responsibility for finance in their school with an understanding of their responsibilities and how they are accountable for public money.

The session will cover, via practical exercises, analysing, discussing and challenging a school's Three Year Budget Plan as well as the importance of monitoring to ensure sound financial management.

Those attending will understand the links between management of financial resources and the School Improvement Plan and the need to work in line with the Governance Handbook and the importance of the Schools Financial Value Standard (SFVS) self-assessment.

For further information and to access the course visit: www.theeducationpeople.org

This course is offered on behalf of Governor Services as part of their training programme.

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ACADEMY FINANCE THE ROLE OF THE GOVERNOR

Suitable for maintained
schools

Who should attend

- Governors

Duration

- Face to Face: Half Day - including practical application
- Webinar: Half Day - demonstration only

Description

This course is aimed at providing governors who have strategic responsibility for finance in their academy with an understanding of their responsibilities and how they are accountable for public money.

The session will cover, via practical exercises, analysing, discussing and challenging an academy budget as well as the importance of monitoring to ensure sound financial management.

Those attending will understand the links between management of financial resources and the School Improvement Plan and the need to work in line with the Governance Handbook. The importance of the Financial Management and Governance Self-assessment (FMGS) for new academies will also be covered.

For further information and to access the course visit: www.theeducationpeople.org

Governor Training

This course is offered on behalf of Governor Services as part of their training programme.

Suitable for maintained schools

Governor Training

Please be aware this training course is only available on request

GOVERNING BODY TRAINING

Who should attend

- Governors

Duration

- Face to Face/Webinar: 1 Hour/Half Day/Full Day

Description

Schools Financial Services can provide bespoke finance training for governing bodies, tailored to meet your needs.

This can include the following:

- Understanding financial data such as 3 year budgets, budget monitoring and benchmarking
- The Governors responsibility concerning finances and the link between the Scheme for Financing Schools, the Schools Finance Policy and how these relate to the Financial Controls schools must adhere to
- A session on the Schools Financial Value Standard (SFVS)

Please contact Schools Financial Services to discuss your school's needs.

For further information and to access the course visit: www.theeducationpeople.org

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ONECARDS

Suitable for maintained schools

E-learning

Target Audience

- All Kent Maintained school staff

Duration

- 45 minutes

Description

E-learning module providing an overview of using onecards in Kent maintained schools.

Subjects include the following:

- What onecards are
- How to obtain and make changes to onecards
- Financial Controls surrounding the use of onecards
- The accounting processes on FMS6 when purchases are made using a onecard

Additional Information

Please note the course is best viewed in Google Chrome.

This course is free to schools who buy into the SFS Core Package.

For further information and to access the course visit: cpdonline.theeducationpeople.org

SCHOOLS FINANCIAL VALUE STANDARD (SFVS)

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- 30 minutes

Description

E-learning module explaining how to complete the mandatory Schools Financial Value Standard (SFVS) using questions and practical exercises.

Users will understand the requirements and supporting evidence required to complete the self-evaluation form document accurately and with confidence.

Each area of the document will be covered using model answers including the need to provide an evidenced and targeted action plan when a school is not able to answer an SFVS question in full.

For further information and to access the course visit: cpdonline.theeducationpeople.org

FINANCIAL CONTROLS AND THE SCHEME FOR FINANCING SCHOOLS

Suitable for maintained
schools

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- 45 minutes

Description

E-learning module explaining how to adhere to/apply the Financial Controls and the Scheme for Financing Schools using questions and practical exercises.

Users will understand how these two sets of regulations have an impact on financial matters, as well as the roles and responsibilities of staff in a school.

Each section will cover important considerations for finance staff and headteachers as well as the governing body to ensure that schools are effectively and efficiently financially well managed.

For further information and to access the course visit: cpdonline.theeducationpeople.org

E-learning

FINANCIAL CONTROLS COMPLIANCE

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- 1 hour

Description

E-learning module showing schools what to expect when they have a compliance visit.

Using explanatory videos and sample documentation as well as questions and answers the course covers a number of areas that a Compliance Officer would check as part of their visit.

Users will understand what they need to consider in terms of income and assets, payroll, procurement and onecards as well as the School Improvement Plan and financial planning.

For further information and to access the course visit: cpdonline.theeducationpeople.org

SCHOOLS VAT

Suitable for maintained schools

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- 30 minutes

Description

E-learning module explaining what Value Added Tax (VAT) is, which supplies come under which categories, as well as the risks to schools using questions and practical exercises,

Users will understand the need for correct invoices to be provided from both direct suppliers and when making internet purchases.

The E-learning course will also provide example documents to help illustrate the points raised and knowledge tests to check users understanding of the areas surrounding VAT administration for schools.

This course is available for £50 per user plus 20% VAT to all customers who do not purchase the Core Financial Package through Schools Financial Services.

For further information and to access the course visit: cpdonline.theeducationpeople.org

E-learning

Suitable for maintained
schools

E-learning

CAPITAL FUNDING FOR SCHOOLS

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- 45 minutes

Description

E-learning module will providing an overview of capital funding for schools including key words to identify capital expenditure, managing capital projects and examples of capital expenditure.

This course is for Kent Maintained Schools and is free to those who buy into the SFS Core Package.

For further information and to access the course visit: cpdonline.theeducationpeople.org

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FINANCIAL CONTROLS FRAUD PREVENTION

Suitable for maintained
schools

Target Audience

- Finance staff, Headteachers and Governors

Duration

- 30 minutes

Description

E-learning module giving an insight into how fraud can occur in schools.

Using explanatory videos and case studies, as well as questions and answers, to explain what schools should do if they suspect fraud, and what action can be taken to prevent it.

Users will understand the potential warning signs for fraud, how to protect against it and who to contact if they suspect this is occurring in their workplace.

For further information and to access the course visit: cpdonline.theeducationpeople.org

E-learning

Suitable for maintained schools and academies

Other Courses

INCOME GENERATION

Target Audience

- Headteachers, Finance Staff and Governors

Duration

- Face to Face only: Full Day

Description

This course looks at both internal and external ways for releasing funds. The understanding of where savings can be made can also free funds.

There are grants being offered by different organisations and schools can apply for grants to cover different projects which will enhance either the school premises or other areas of school provision such as breakfast and after school clubs. The grants have criteria attached to the application, so care has to be taken when applying.

The course hopes to help schools with looking at how to successfully look for funding or completing a grant application. Although there will not be time to go through an application, the golden rules for applying for a grant will be covered as well as information about grants schools may wish to apply for.

For further information and to access the course visit: cpdonline.theeducationpeople.org

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WHAT ELSE CAN WE DO FOR YOU?

Established in 1999, Schools Financial Services (SFS) are an experienced and established team who provide traded services to schools and academies delivered by 45+ highly experienced staff.

SFS provide traded services and a robust compliance programme to schools, academies and multi academy trusts in Kent and neighbouring authorities.

Advice and support is provided to customers who purchase the Core Financial Support Package (CFSP) which includes access to guidance documents, a remote access facility and a Help Desk manned by expert finance staff.

Please find below a short list of some of the support we can provide your school or academy.

- Core Financial Support Package with Budget Planning Software (BPS)
- Financial Returns and Monitoring
- Short Term Support
- Consultancy
- Voluntary Fund Audit
- Finance Interview Tests

SFS offer a wide range of solutions to meet your financial management needs with the main aim of ensuring that schools and academies are financially well managed.

For further information please contact Schools Financial Services using the details below.

TESTIMONIALS

At SFS, we believe our training is second to none and an invaluable resource for you and your school or academy.

Don't just take our word for it though - here is some feedback from those who have attended our training courses:

“Presenter was super; very professional, knowledgeable, understanding and pitched this at just the right level for me.”

“The course has given me a great insight into school finance.”

“The information was invaluable. I am new to post, and I found out so much about the document and deadlines and in depth info about the questions.”

“The course leaders explained it clearly, at a good pace and were happy to answer all questions. It was a lot to take in, but the guidance notes provided are really useful.”

“The presenters were brilliant. Really informative, clear, and patient. The resource pack was very helpful as you could follow step by step easily.”

To book your place or take the e-learning courses available visit:

<https://cpdonline.theeducationpeople.org>

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TESTIMONIALS

At SFS, we believe our training is second to none and an invaluable resource for you and your school or academy.

Don't just take our word for it though - here is some feedback from those who have attended our training courses:

“The Course helped to alleviate some of my worries and concerns over the whole closedown process”

“Clear, patient, knowledgeable and professional trainers who had an answer for each question they were asked”

“Strong knowledgeable team able to identify and rectify issues within the training session”

“Everything was explained very well and catered for all levels of experience”

To book your place or take the e-learning courses available visit:

<https://cpdonline.theeducationpeople.org>

Schools Financial Services
schoolsfinancialservices@theeducationpeople.org
03301 651 001