SCHOOL FUND

TRANSFER INTO THE SCHOOL’S DELEGATED BUDGET

|  |  |
| --- | --- |
| **SCHOOL NAME** | **NO.** |
|  |  |

I can confirm that Governors have given formal approval for the closure of the School Fund.

As a consequence the School Fund balance was transferred into the Delegated Budget:

|  |  |
| --- | --- |
| **DATE OF TRANSFER** |  |
| **BALANCE TRANSFERRED** | **£** |

The School Fund accounts were subsequently audited and the accounts presented to Governors at a meeting of the Full Governing Body, the minutes of the meeting include details of the balance transferred.

|  |  |
| --- | --- |
| **DATE OF GOVERNORS MEETING** |  |

I can also confirm that all school fund bank accounts are now closed and all unused cheques have been marked as void.

Accounting for School Fund within the Delegated Budget

Wherever possible, consideration will be given to using appropriate ORACLE ledger codes falling within CFR classifications. The school will use the following codes only where an appropriate code linked to CFR cannot be identified:

School Fund Income: 85803

#### School Fund Expenditure: 38894

### Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed \_\_\_­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Headteacher

N.B. In subsequent years we will only need confirmation that there are no

School Fund bank accounts currently in existence.