



'Aiming High Together'

Resilience - Kindness/ Empathy - Respect - Aspiration/ Pride – Generosity – Responsibility

Hilton Lane Primary School

School Fund Mission Statement

The school maintains a fund to enrich educational experiences of the School's pupils by providing items and activities that aren't covered by the standard school budget.

The School Fund is generated by a variety of means, examples are school fundraising events such as the profits from the summer fair, donations and seasonal activities.

In agreement with the Governors, the goal of the funds is to enhance educational facilities and supporting activities that promote a well-rounded school experience for all our pupils.

The School Fund may be used for the following:


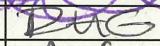
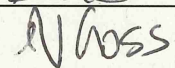
- Pupil rewards and incentives.
- Educational materials and resources.
- Extracurricular activities.
- School events and trips.

The school fund is managed by the Headteacher with the School Business Manager acting as a treasurer who will undertake the day to day administration of the School Fund.

The Resources Committee which consists of the Headteacher, School Business Manger and Governors will monitor decisions regarding the School Fund such as spending priorities and fund-raising needs. The Resources Committee meet once per term and all decisions are formally recorded. Limits of delegation for the School Fund are those agreed for the school budget account in line with the school's finance policy.

The School Fund Account is held at a local branch of a national bank. The accounts are kept up to date and are based on an income and expenditure basis in transaction order and a running balance is maintained. All transactions are recorded in the School Fund account spreadsheet and are reconciled against the bank statement every month.

An independent auditor will be appointed who will audit the account annually. Copies of the audited actions will be sent to the Governing Body and to the Local Authority.

Signed by: Headteacher:		Date:
Signed by: Chair of Governors:		Date: 19.11.2024
Signed by: Chair of Resources Committee:		Date: 19/11/2024