

Natwest/RBS bank accounts and RBS purchase cards

Ealing has been simplifying the arrangements for operating:

- NatWest/RBS bank accounts for schools
- RBS government purchase cards scheme for schools.

The majority of schools have been operating a stand-alone mandate with direct access to the banks. This speeds up the process of administering accounts.

Details and mandate forms are available below for these arrangements.

Guidance notes to schools changing to NatWest/RBS stand-alone mandate

[Guidance notes to schools changing to standalone basis pdf](#)

Template **for covering letter** confirming that the school's mandate will no longer be operated via the council schedule. Tips for completing the mandate.

Schools should send the covering letter with the completed mandate form to the [Mandate Team](#)

- [NatWest education mandate](#) (word)
- [RBS education mandate](#) (word)

Mandates Team

North of England Corporate Service Centre
Parklands, De Havilland Way, Bolton, BL6 4YU.
Tel: 0345 300 1836

Guidance notes to schools who have standalone bank mandate

[Guidance notes to schools who have standalone Bank Mandate](#) (pdf)

- [NatWest change of signing authority education](#) (word)
- [RBS change of signing authority education](#) (word)

[NatWest bank charges](#) (pdf)

Pricing schedule for schools banking with NatWest/RBS effective from 1 June 2017.

RBS purchase card scheme

Complete three sections only of the [RBS purchase card amendment form](#) (pdf) - see for further information [letter to schools about RBS purchase card](#) (pdf).?

Once the form is completed, send a hard copy to:

Schools accountancy team
5/SE/7 Perceval House, 14-16 Uxbridge Road, Ealing, W5 2HL

For further queries email schools accountancy team at Schooolsaccountancyservices@ealing.gov.uk

Related services

[School finance 2025/26](#)

Contact:

- **Schools accountancy team**, Schools finance: Schooolsaccountancyservices@ealing.gov.uk

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- [Neutral](#)
- [No](#)

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