

Schools Accountancy

Kashmira Lad & Suresh De Alwis

- Intro; Review of finance schools as part of new role.
- Changes to Finance return - technology has changed so should the returns
 - The return will need to change and more documents required
 - Bank statements at a specific date. All reports are run at the same day.
 - Additional Information to include cumulative expense return
 - Forecasting Information. That is sent to Governors
 - More detail so a lot of information will need to be split
 - Will be from Term 2, the Term 1 returns will have been pre-populated
 - Will be a requirement to sign off aged debtors and creditors and unreconciled items
 - Send all the documents into 1 file per school, email package (Egress)
 - Expediency to get VAT returns out to schools.
 - Too many emails coming into accountancy - EGRESS seen as a solution to create a shared workspace, schools/accountancy can log in and replace/amend items. The Finance return will be sent out as a package that schools need to be completed in full, incomplete returns will be rejected back to schools.
 - LA to ensure that the correct permission is given and ensure that the email is sent to the correct person. Will send an email out for schools to confirm
 - Advances
 - Change the references
 - Frontloaded
 - Not all advances are being coded correctly.
 - Raised that generally remittances have inconsistent and difficult - HNB there is an issue!
 - Issues raised by schools that there is no one to contact, they don't get back to schools
 - Schools cannot reconcile back to the pupils they have and cannot establish who they have been paid for.
 - Assurances that this is being looked into.
 - BCR Reports
 - The schools' system is the most accurate. Internal activity to lock cost centres for schools.
 - Changes in the LA to the system (Agresso)
 - Why are BCR's so useful to schools?
 - Schools are concerned that they have nothing to reconcile against and the risks associated with schools not doing that correctly. The issue is
 - Governors like to see the BCRs and the schools' budgets.
 - Schools to check to see if the budget has been uploaded correctly.
 - Accountancy - There may be a budget change, Central Journals need to be shut down
 - NATWEST - Bank
 - Contract has ended - pseudo contract
 - Issues in a number of schools where bank line isn't working schools cannot add signatories
 - Accountancy are looking at solutions to resolve this.
 - Accountancy
 - They are looking at changes and revising and updating services