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FOR EDUCATION

BUSINESS MANAGEMENT SYSTEM



## WHO IS EVERY?

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At Every, we don't just sell software systems. We make your job easier and more efficient.

Whether you're a small community primary school or a multi-academy trust, we have something to offer you.

We manage everything that's relevant and nothing that isn't. We assist you in:

- Leadership and management
- Budgeting and financial planning
- Collaboration and communication
  - Evidential safe-guarding
  - Asset management

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# Business Management



# EVERY BUSINESS MANAGEMENT

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The Business Management module is made up of the following sections:



Contracts register



Activities and compliance



Issues and helpdesk



Suppliers and procurement

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Simply record the start, end and notice dates to create a notifications list of key dates. You can upload your contract documents so everything's in one place. Quickly create a payment profile that's great for budgeting and our automatic alerts will give you plenty of time to serve notice, avoid rollovers and get best value.

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Manage all your compliance tasks, risk assessments and policy reviews. The summary dashboard provides a three month horizon and with our weekly automated alerts, you won't miss a trick. You can even download instant reports for inspectors, governors and senior leadership.



# GUIDANCE LIBRARY

Scroll or search for advice, legislation and best practice

Landing > BM > Guidance

## Guidance

Click on the item header to see further information. You can search the guidance information by using the 'Search Guidance' button above.

**Academy Funding**

The main principle of academies' funding is that academies should receive the same level of funding per pupil as they would from the local authority (LA) as a maintained school. They also receive funding to cover the cost of services that are no longer provided for them by the local authority.

The Government states that becoming an academy should not cause a financial advantage or disadvantage to a school. However, academies have greater freedom over how they use their budgets. An academy may receive additional financial and other support from personal or corporate sponsors. Academies receive their funding directly from the Education Funding Agency (EFA) rather than from local authorities. Consult the 'Academies Financial Handbook' Sept 2012.

### How Funding is Calculated

Unlike maintained schools funded on the traditional financial year basis (April to March), academies are funded from September to August to reflect the academic year.

The funding for academies comes in the form of a grant, known as the General Annual Grant (GAG), paid by the the Education Funding Agency (EFA).

The EFA will issue formal notification of grant funding for each school in the month prior to the date of conversion. This note explains how the grant will be calculated.

The GAG is made up of different elements:

- School core funding - by far the largest element of GAG, known as its delegated budget share. This will be the same as the school's current budget share received from the LA. EFA make small adjustments to reflect any reduced business rates paid by an academy as a charitable trust as well as for insurance, which is paid separately in GAG.
- Local authority central spend equivalent grant (LACSEG) - this is additional money to cover the cost of education services that the local authority provides to its maintained schools but which academies are free to secure independently.
- LACSEG is not a uniform figure across the country and will vary between local authorities to reflect the amount the local authority holds back to pay for central services. This element of the grant is calculated by the EFA using a formula based on an academy's pupil numbers and the amount that the relevant local authority spends on the services. It is not based on the actual costs of the services supplied to the individual school.

**+ Accessibility Plans, Accessibility Statements and the Equality Act 2010**

**+ Asbestos**

**+ Asset Management Plan**

**+ Broadband (contract information)**

**+ Building Bulletins**

**+ Building Project Related Regulations**

**+ Cashless Catering (contract information)**

**+ Construction Design and Management (CDM) Regulations**

**+ Copyright**

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Reduce those unproductive corridor interruptions with a simple logging screen for teachers and support staff. Relevant staff members receive automated alerts depending on the issue logged and everyone knows how the issue is progressing with our automatic audit trail. A record of historic can help you identify trends and spot those repetitive problems.



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With Every's Request for Quotes section, you can get quotes for products and services anonymously, within minutes. Our instant reporting tool means your auditors know that you're getting best value.

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