

## WHAT SERVICES DO YOU NEED?

<b>Schools</b>	We offer comprehensive support and a full training programme to support school business leaders, headteachers and all finance staff to manage the finances of the school. The service level agreement (SLA) includes the provision of information, tools, templates including the salary budgeting and monitoring tool as well as termly briefings.
<b>Academies</b>	We offer full financial support at each stage of conversion through to setting up and maintaining academy accounts. Our packages include remote and on-site support, helpdesk & email support, budgeting and salary monitoring tools and induction for head teachers and new bursars. The academy service level agreement (ASLA) includes options for either light touch support or full access to on-site support.
<b>Independent Due Diligence</b>	We provide an evidenced based report to support trustees in their review of the financial situation of prospective partner schools. This assists the future MAT to support their schools across all core areas of delivery.
<b>Financial Health Check</b>	We review current financial forecasting and planning, provide an analysis of benchmarking and support to improve financial monitoring reports. We work with the senior leadership team to analyse costs, prepare three-year plans, avoid a deficit and set a sustainable budget.
<b>Bursarial Service</b>	Planned visits to carry out routine transactional processing each month, complete payroll and reconcile the bank and period end. This service can be tailored to meet your specific requirements and is ideal to maintain financial records and budgeting both within the maintained and academy sectors.
<b>Finance Training</b>	A full programme of financial training courses is available to book directly at <a href="https://www.strictlyeducationstore.co.uk/">https://www.strictlyeducationstore.co.uk/</a>
Customers purchasing an SLA or an ASLA can also take advantage of other services:-	
<b>Finance Cover Service</b>	Regular on-site support to ensure the financial management of your school is maintained through the absence, sickness or maternity leave of school business leaders and finance staff.
<b>Recruitment Service</b>	We provide a financial test and questions to assess financial competency as part of the interview panel. NASBM strongly recommends that all candidates for finance posts in schools are tested at interview
<b>School Fund Independent Review Service</b>	Provides an independent review certificate of the school fund account. This includes a graded risk assessment identifying operational changes to improve financial controls.
<b>Support for PS Financials software</b>	On-site support including advice on structure, period end check-list and period end journals.
<b>Financial Internal Scrutiny</b>	Provides an independent review of the academy's internal controls and systems as required by the Academy Handbook. Includes recommendations to improve internal controls and financial security.
Every school and academy buying an SLA service has access to a designated finance consultant who is available to provide advice and support. Please contact the duty helpdesk on: <b>0800 073 4444 (Option 1, then Option 3)</b>	