

ST BARTHOLOMEW'S SCHOOL

INTERNAL CONTROLS STATEMENT

Approved by Co-ordinating Committee, Spring 2010

Approved by Full Governing Body, Spring 2010

To be reviewed annually

1 This statement relates to the financial management performance and control processes in place at St Bartholomew's school at the current time. The Governing Body is responsible for ensuring that the school:

- keeps proper accounting records during the year which will disclose, with reasonable accuracy and at any time, the financial position of the school, have been drawn up in accordance with the DCSF (Department for Children, Schools and Families) CFR (Consistent Financial Reporting) guidelines, and will enable it to prepare an annual income and expenditure statement that complies with DCSF guidelines
- maintains and operates an effective system of internal control to safeguard all the resources delegated, granted or otherwise entrusted to the school and ensure they are used cost effectively

2 The Head Teacher is accountable for ensuring that the system of internal control is appropriately governed and developed and that responsibility for the delivery and adherence to the internal control processes is effectively delegated to all staff as appropriate.

3 Our review of the effectiveness of the systems of internal control is informed by:

- our regular scrutiny of financial and other performance monitoring data
- regular reports from the Head Teacher and other managers to the Governing Body
- the most recent report of the school's internal auditor and the FMSIS Assessment dated 30 March 2007, which includes self-evaluation
- the HCSS Education Limited's external audit dated 16 June 2006.
- R52 Financial Risk and Control Checklist

4 We are, therefore, satisfied that the internal control systems in operation at the school at the current time are adequate and effective.

5 We further propose to develop our internal control systems, following recommendations from the FMSiS assessment (February 2010) to ensure continued improvement in good governance.

By order of the Governing Body of St Bartholomew's School

(Signed) _____ Dated _____
(Head Teacher)

(Signed) _____ Dated _____
(Chair of Governing Body)

