

## HIGHSHORE SCHOOL BUDGET INFORMATION JUNE 2016

### Where does Highshore's money come from?

Most of the money for the school comes from Southwark Council who are funded by the Government. This is known as the "delegated budget" and accounts for 95.8% of our funding. Additional funds (the remaining >4%) comes from the Pupil Premium Grant, contributions to the meals service by families, funding from other boroughs (Lewisham, Croydon etc.), funds the school receives for "selling out" individual days for certain staff e.g. the Speech and Language Therapist, any interest on savings and any funds raised by staff and pupils linked to educational projects. We also may receive funds following bids, competitions etc.

Every "High Needs" student currently receives £10,000 each. This is the same throughout the country.

On top of this Highshore has an additional weighted payment to reflect the needs of the students at the school (this is the same for all special schools). In 2016 this is £13212, the same as the previous year. In comparison with other special schools in Southwark, Highshore receives the lowest per pupil income.

When a student leaves Highshore, the funding goes as well. When a student joins, Southwark or the funding authority should reimburse Highshore retrospectively, sometimes there is a delay. Stability of student numbers is vital for any school but particularly for small special schools as the loss of funds for just one place can have a huge impact.

As a Local Authority School, a financial year runs from April to the following year, not an academic year. So decisions taken in September for the whole academic year must be funded enough to run until the following July even though the last term will be in next year's budget.

### What does the school spend the money on?

Highshore has a completely delegated budget. This means that we are responsible for all our income but also all our bills, including energy, building maintenance, insurance, services including catering and cleaning as well as all the curriculum requirements and all staff costs.

The majority of our expenditure is staffing (86-90%). With the remainder spent on services 6% (this includes catering, college link courses etc), Premises 6% (including energy costs, cleaning) and resources 2%.

Schools must balance their budgets which means they should not overspend but exist within their means.

### How is the money monitored?

The Governors' approve the budget each year which is then submitted to the education finance department at Southwark. Schools can have budget plans rejected. If Southwark approve they will then monitor how the money is being spent against the original budget.

As Highshore has a fully delegated budget, Southwark's monitoring is quite "light touch" and we do not have to send monthly returns to the department like a number of other schools. However, the School Business Manager always completes monthly returns which are then discussed with the

Headteacher and may also include the Senior Leadership Team. This way any concerns are raised quickly and action taken. Similarly, decisions with financial implications have to be carefully costed.

Governors scrutinise the budget at every Resources committee meeting held at least three times a year and also at Full governors' meetings, again held a minimum of three times a year.

All employees and governors have to abide by the School's Whistleblowing policies and disclose any business interests that may affect any impending decisions with financial implications. This is to ensure absolute probity and that funds are only spent for the purpose they are intended.

Southwark receives quarterly returns that are very detailed to ensure that all funds are being used appropriately and the school is financially viable.

Each year Southwark has to account to the government for the delegated funding and include all their schools' financial returns.

Finally, the school is subject to external Audits every 3 years. The last audit was in October 2015 and the school was once again rated "good" and "low risk".

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