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**Elinor Warner (Head Teacher)**

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**STATEMENT OF FINANCIAL CONTROL**

**AGREED AT FULL GOVERNING BODY MEETING ON 14th May 2015**

SIGNED ……………………………………………………..CHAIR OF GOVERNORS DATE ………………

1. This statement relates to the internal controls for Highters Heath Nursery School for the 12 months from 14/03/2015 – 14/03/2016. 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 DER (CFR) guidelines, and will enable it to prepare an annual income and expenditure statement that complies with DES guidelines.

Maintains and operates an effective system of internal control to safeguard all resources delegated, granted or otherwise entrusted to the school and ensure they are used cost effectively.

1. The system of internal control has been developed and is coordinated by the Headteacher. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions and properly authorised and recorded and that material errors or irregularities are either prevented or can be detected promptly.
2. Our review of the effectiveness of the system of internal control is formed by:

Our regular scrutiny of financial and other performance monitoring data

Regular reports from the Headteacher and other managers to the Governing Body

The most recent report of the schools internal auditor

Our most recent self-evaluation of the internal controls undertaken.

1. We are, therefore, satisfied that the internal control systems in operation at the school during the year are adequate and effective.

Signed Date

 Head Teacher

Signed Date

 Chair of Governors

Signed Date

 Chair of Finance and Personnel Committee