

Finance Training Programme

- Thank you
- Below list of planned training available for headteachers, staff and governors
- Reports from Budget Planning Tool required to be submitted with SFVS Checklist 2022/23
- Budget Planning Tool training a follow up for schools to attend and raise queries from use of tool
- Procurement 2nd of 3 sessions

Training	Sessions	¹ Cost	Audience	Dates	Deliver
Schools Financial Value Standard Focus – Overview: general – Staffing restructure	2 hours	No Cost	All schools	10 Feb 22	Officers
Interactive Budget Planning Tool – Follow Up	2 hours			3 March 22	Consultant
VAT	2 hours	£40	All schools	16 March 22	Officers
Procurement – 2 Spec / Tendering Procurement – 3 Contract Management	2 hours	£40	All schools	28 April 2022 9 June 2022	Officers

Notes regarding the training:

The cost enable 2 people to attend. Governors should contact Sujal Zaveri, Governor Support Service will be able to confirm attendance and access to training depending upon whether a school has bought back to into the Governor Support Service training package; Times are approximates for each session