



**HADFIELD STREET, HIGHER BROUGHTON,
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School Fund – Mission Statement

The school maintains a fund to manage the provision of additional items and activities for the benefit of the school pupils. The fund is supported by donations, fund raising activities and parental contributions.

In agreement with the governors, the fund can be used to fund/manage the following items and activities;

- School trips
- Incidental staff travel expenses
- Minor consumer items to support After School Clubs
- Minor items as prizes/incentives for good work/attendance etc
- The purchase of small gifts and/or flowers for staff to mark special occasions, especially to mark staff leaving after long service up to a maximum value of £50
- Annual Maintenance for the fish tank
- Consumer items to support children's wellbeing.
- Charitable donations.

To enable smooth running of the School Fund account, the account operates a charge card with the Bank. The Spend limit is £1000. The monthly balance is settled in full by direct debit. All processes of this account follow the same controls as the school official fund. Signatories and spend limits are recorded in the schools Finance Policy.

Reviewed 12th September '23 @ Finance Sub Committee meeting

Signed by Head teacher

Date

Signed by Chair of Governors

Date