

**STATEMENT OF INTERNAL FINANCIAL CONTROL**

## R15A Statement of Internal Control For Schools

- 1 This statement relates to the Internal controls for St Helena's Church of England Primary school for the 12 months from October 8<sup>th</sup> 2020 to October 2021. 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 DfES' (CFR) guidelines, and will enable it to prepare an annual income and expenditure statement that complies with DfES 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 system of internal control has been developed and is coordinated by the head teacher. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions are properly authorised and recorded and that material errors or irregularities are either prevented or can be detected promptly
- 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 dated **4/5<sup>th</sup> December 2018**
  - our most recent self-evaluation of the internal controls undertaken **21<sup>st</sup> September 2020**
- 4 We are, therefore, satisfied that the internal control systems in operation at the school during the year were adequate and effective

By order of the Governing Body of (Name) School

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_  
(Head Teacher)

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_  
(Chair of Governing Body)

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_  
(Chair of Finance Committee of the Governing Body)

**Note:** The sections in brackets and (**Bold / italics**) need tailoring to reflect the schools particular circumstances