



Woodside Primary Academy
Link Governor Agenda: Finance



Date: 27.01.22

Time & Location: 10am Shanes Office Forest

Present: TW & ST

Agenda Item	Discussion	Questions	Answers
December Outturn	<p>Nursery Income 33% third of year through, actual 29% - £18k down.</p> <p>Government funding down 2-3%, end of year often get remittance due to underfunding.</p> <p>Concern parent pay – at 21% down 12%, some parents not paid but main issue baby room late opening so in budget but not taking income. TO balance this we have not employed staff so bottom line will balance out.</p> <p>Trips income below as trip haven't been going ahead. Little spend on trips will balance out low income.</p> <p>Educational support staff – spend £434 down 6/7% also down due to baby room. Staffing un-appointed i.e. DSL.</p> <p>Unexpected spend - £13k kitchen boiler and upcoming expected spend pipes on Bridge rusting £3.5k. Contingency of £190k, spent nothing of this yet.</p>	<p>Gifts and donations – follow up with detail</p> <p>Invoicing and paying – how does the process works</p> <p>How often is the school finances interrogated by R2 or EFA.</p>	<p>Sue puts on system. Sharon authorises initially and then Sue sends to Shane to Authorise. Before any work goes ahead Shane authorises and ten invoice checked against quote.</p> <p>Annual audits from R2 Audit by REAch2 we got highest rating which came through August. EFA audit R2</p>

Pupil Premium & Sports Premium funding	<p>Documents sent 20.01.22</p> <p>£430,000 money has to be spent on support systems for these pupils. DFE catch up funding and PP go into one pot & reported to DFE & DFA as one report.</p> <p>Review identified that HT knew how the money was being spent but it wasn't clear how the whole school fit together so created chart for front of PP document and shared with all leaders.</p> <p>3 main ways to spend money Quality of Education, targeting academic support and wider strategies.</p> <p>Teaching is a wide reaching in the way this can be spent i.e. catch up after look down on new teacher training.</p> <p>Targeting support for small groups, Covid has impacted this strategy in the early part of the year due to covering staff absence.</p> <p>Attendance – money spent on prizes to incentivize kids into school.</p>	<p>How do you track impact of PP funding?</p>	<p>Interventions have 3-4 smart targets to assess their impact against. Report given to Headship team every half term.</p> <p>Quality of education – Impact measured through looking at books, teaching and talking with pupils.</p> <p>Attendance tracked weekly – half term report submitted to governors.</p>
AOB	<p>% need to be accurate in the received and spent column.</p> <p>Follow up on gifts and donations question. Sharon draw down line to see exactly where the money goes.</p> <p>Shane send last audit Tom.</p>	<p>SG – Jan outturn</p> <p>SG – 4-02-22</p> <p>ST 04-2-22</p>	
Reserves	<p>2 years ago 7% reserves. REAch2 expectation to have the 7% reserve. Savings go into a core reserve that you can get interest on and draw upon.</p>		

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