

Your Top 10 Tips for Improving Value for Money

Sharing Training	The most popular method for improving value for money is to share training either as a joint venture or charging for spare spaces.
Share sickness supply cover	Groups of schools are collaborating and sharing the costs associated with supply cover when teachers are absent on training or sick leave. Could your school make use of bank staff rather than supply or agency teachers?
Saving energy costs	Schools are investing to save by replacing boilers to reduce fuel costs, changing to more energy efficient lighting and replacing window walling and / or roofing to improve insulation and reduce heating costs. Could any of these options be applied to your school?
Renegotiating contracts	Common areas for saving money are review of grounds maintenance, cleaning, catering and photocopying contracts and staff sickness insurance. Collaboration to increase volumes and hence decrease costs has also been explored by some schools. The Co-op Trust has provided an umbrella to facilitate this.
Ditching the paper	Schools are minimising the number of letters sent home by making increased use of their websites and e-mail.
Increasing income	Could your Head or Deputy provide consultancy to other schools? Are you maximising your income from hiring out your hall or sporting facilities or even your school car park out of school hours? Does your school Business Manager or Caretaker have spare capacity that could be purchased by a neighbouring school?
Twilight Training	Some schools are offering twilight training sessions to teachers and teaching assistants, minimising the need to send them on courses during school time and so saving on supply costs. Some schools are also using such training to generate income by extending it to a wider audience.
Sports Coaches	Employment of a Sports Coach provides high quality PE lessons and lunchtime/after school clubs. This gives teachers more time for other classroom duties without the school incurring supply or cover costs.
Review of the Staffing structure	When reviewing your staffing structure, consider whether classes could be restructured, teaching assistants used for cover, staff shared with other schools, specialist support bought in rather than provided in-house, or where there is significant use of agency, services provided in house? Could an in-house caretaker do repairs and maintenance?
Getting External Help	Running clubs at lunchtime particularly by volunteers could reduce the number of lunchtime supervisors required. Increasing use is being made of volunteers to assist during school time and with buildings and grounds maintenance. To enhance the school library, parents donate books when their child leaves or to celebrate special occasions.