



## Financial Management for Secondary School Financial Staff

Being healthy

Staying Safe

Enjoying and  
achievingMaking a positive  
contributionEconomic  
wellbeing

### SEC/FMFS/08108

### Secondary

This course will advise delegates of the best practice, in line with the FMSIS, in setting the current year's budget and forward financial planning, and will cover the areas of responsibility and accountability in effective monitoring of the school budget.

The course will cover best practice in all aspects of financial management and will include:

- the DCSF Financial Management Standard in Schools
- financial regulations
- funding
- budget-planning processes
- medium-term financial planning
- monitoring and reporting
- financial management tools available to support effective budget management

**Delivered by:** Financial Services for Schools

**Cost:** £180.00 per delegate

**Venue:** Hertfordshire Development Centre, Stevenage

**Date:** Wednesday 8 October 2008

**Time:** 9:30am-16:30pm

**Suitable for:** Secondary school staff responsible for the setting and monitoring of the school's budget plan

**How to book:** Complete the booking form from the grid -

[www.thegrid.org.uk/info/traded/financial/courses](http://www.thegrid.org.uk/info/traded/financial/courses) and send by post: Room 166,

County Hall, Hertford, SG13 8DF, tel: 01992 556191, fax: 01992 555727 or email:

[fss.admin@hertcc.gov.uk](mailto:fss.admin@hertcc.gov.uk)