



Finance and Business Services

Core finance service for academy schools

A finance service offering academy trusts a broad range of specialised expertise and a wide range of toolkits to meet the statutory requirements set out within the financial framework for academy trusts

We support single academy trusts, multi academy trusts & academies that are part of a sponsored trust.

Our core finance service includes access to our highly skilled finance support team by telephone or e-mail. The team also provides regular information and updates on managing your finance and best practice guidelines.

Our finance helpline is available during working hours Monday to Friday and our experienced team is able to offer support and guidance with any queries you may have relating to financial procedures within your academy trust.

Key features of the service:

Our service breadth is extensive and includes advice and guidance on

- Operating finance systems including PS Financials and CAPITA FMS6.
- Funding advice, budget setting & budget forecast return
- Fund accounting, VAT & accruals accounting





- Capital fund management
- Budget monitoring and financial reporting
- Multi Academy Trust reporting and group intercompany control accounts
- Annual accounts preparation & academies accounts return

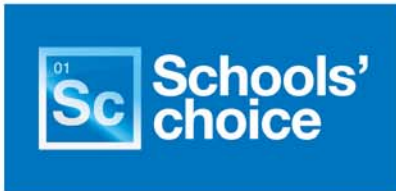
Toolkits

We have a wide range of toolkits available to meet the needs of academies in line with statutory DfE requirements. These include:

- Budget & Medium Term Planning Toolkit
- Staffing Cost Calculators
- Reporting Suite
- Fixed Asset Register
- Accruals Register
- Accounts Preparation Toolkit
- Year-end & AAR Working Papers

Please note this is not an exhaustive list of our toolkits. We are constantly looking at how we can support academies and develop our service further.





Unlimited access to the finance support team available times:

9am – 5pm Monday to Thursday 9am – 4.30pm Friday

Open all office days excluding up to three days per year when the team will receive updates and training.

Quality and Performance standards:

With 75% of all calls to our helpline answered in less than 30 seconds and response to email queries is within 2 working days of receipt of all necessary information.

If you are interested in finding out more about our services, please contact us on 0300 123 1420 or e-mail services@schoolschoice.org

