

## ST JOSEPH'S SCHOOL RESOURCES POLICY



*At St Joseph's School we acknowledge that Catholic education, centred on a daily encounter with Jesus, is part of a life long process leading to a full and rewarding life.*

St Joseph's School allocates funds to reflect the school's priorities as outlined in the Charter, and that meet Catholic Special Character requirements.

We monitor and control school expenditure and ensure that annual accounts are prepared and audited as required by the Public Finance Act 1989 and the Education & Training Act 2020.

We comply with the negotiated conditions of any current asset management agreement and implement a maintenance programme to ensure that the school's buildings and facilities provide a safe, healthy learning environment for students.

**In order to meet these requirements, the Board develops and implements –**

- procedures for monitoring and spending monies
- annual account auditing
- an annual budget
- monthly financial reporting and reviews
- an asset register and replacement programme
- procedures for Resourcing property
- monthly property reporting
- Government Donation Scheme - refer financial planning procedures
- fundraising
- curriculum budgeting
- use of school grounds.

Through the development and implementation of sound resourcing procedures and programmes, the Board ensures St Joseph's School has the highest possible quality of human and physical resources.

Policy Adoption: November 2021

Next Review Date: 2024

**Resource Manager**  
Finance Committee