



SCHOOL POLICY 1.14

Resources Procedure

Date: May 2025

Resources

In order to meet the requirements of the Financial Planning, Financial Condition and Asset Protection Policies

The Board of Trustees develops and implements:

- Procedures for monitoring and spending monies 4.1
- Annual account auditing 4.1
- Annual budget 4.1
- Monthly financial reporting 4.1
- Cash management procedures 4.2
- Theft and Fraud procedures 4.3
- The giving and receiving of gifts procedures 4.4
- Travel procedures 4.5
- Entertainment procedures 4.6
- Fee paying students (Refer MOE guidelines) 4.7, 4.8
- Property development and maintenance 4.9

Through the development and implementation of sound Resourcing procedures and programmes, the Board of Trustees ensures Halfway Bush School has the highest possible quality human and physical resources.

These procedures will be reviewed by the Audit Committee as per the Self Review Cycle.

Review

This procedure will be reviewed every two years, or sooner if required due to changes in legislation or identified school needs.

Approved by Board of Trustees:

Next Review Date: May 2027

Principal's Signature: _____