

# SHENFIELD HIGH SCHOOL VIREMENT APPROVAL FORM

Reason for Virement:

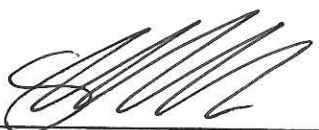
EFA Cladding Project - Final Income + Expenditure.  
Per Schedule.

Cost Centre Number	Cost Centre Description	Original Budget	*Increase /Decrease (£)	New Budget
252	EFA CIF Inc	0	+146199	146199
652	EFA CIF Exp.	0	+93745	93745
300	CONTINGENCY	113356	+52454	165810

\*Please write in BLACK where values Increase, and in RED where values Decrease

Virement actioned by: K WalkerDate: 12-9-17

Authorised  
(Headteacher /  
Business Manager):


Date: 12-9-17

Authorised  
(Governor):

\_\_\_\_\_

Date: \_\_\_\_\_

The Business Manager must be aware of every Virement

- 0 - £10000 - Headteacher or Business Manager to authorise
- £10001 - £35000 - Virements to be referred to the Chair of the Resources Committee for authorisation
- £35000+ - To be referred to the Resources Committee
- All virements, including increases to income, are to be formally recorded
- All virements over £5,000 must be reported to the Resources Committee at the next meeting

