

SHENFIELD HIGH SCHOOL VIREMENT APPROVAL FORM

Reason for Virement:

Adjustment to Pupil Premium Funding needed. Decrease in amount to be received, therefore less to be allocated against Teachers' costs.

Cost Centre Number	Cost Centre Description	Original Budget	*Increase /Decrease (£)	New Budget
200	ESFA Income	5 393 871	- 2805	5 391 066
108	TEACHERS	2 720 397	- 2805	2 717 592

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

Virement actioned by: D. Mar

Date: 19.1.18.

Authorised
(Headteacher /
Business Manager): [Signature]

Date: 23-1-18

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