

**SHENFIELD HIGH SCHOOL
VIREMENT APPROVAL FORM**

Reason for Virement:

Roll forward balances from 18/19 + C/F adjustments to
Capital & Revenue.

Cost Centre Number	Cost Centre Description	Original Budget	*Increase /Decrease (£)	New Budget
✓ 303A	DRAMA PROJ	0	+ 5517	5517
✓ 304A	MUSIC PROJ	0	+ 3252	3252
✓ 351	BURSARY	17509	+ 252	17761
✓ 354	PUPIL PREMIUM	17000	+ 2743	19743
✓ 354A	P/PREM CATCH UP	5000	+ 1543	6543
✓ 367	D. OF E.	0	+ 1064	1064

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

Virement acted by: 

Date: 12/9/19.

Authorised
(Headteacher /
Business Manager): 

Date: 12-9-19

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

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Cost Centre Number	Cost Centre Description	Original/Budget	*Increase /Decrease (£)	New Budget
✓ 370	SCHOOL IMP.-DFC	27500 25741	+ 47 191	74191 72,932
✓ 508	C.C.F.	2 500	+ 446	2946
✓ 509	JACK PETCHY	0	+ 1601	1601
✓ 512	PROD MAINTENANCE	0	+ 24	24
✓ 552	STAFF RND	0	+ 425	425
✓ AGP0202	ARTIFICIAL PITCH SINKING RND	0	+ 105 000	105 000

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Virement actioned by: H. WalkerDate: 12/9/19Authorised
(Headteacher /
Business Manager): [Signature]Date: 12-9-19Authorised
(Governor): _____

Date: _____

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✓ SFLAC	Looked After Children	6900	+ 1072	7972
✓ SG 150	School Games	250	+ 12571	12821
✓ SG 151	Sportivate	0	+ 252	252
✓ TR 903	Year 11 Prom	0	+ 3431	3431
✓ TR 916	Sports Camp	0	+ 12147	12147
✓ TR 922	Science Summer Camp	0	+ 1561 365	1561 365

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Virement actioned by: K WaldenDate: 12/9/19Authorised
(Headteacher /
Business Manager): [Signature]Date: 12-9-19Authorised
(Governor): _____

Date: _____

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✓ TR 925	Literacy Summer	0	+ 10559 99	+ 99
✓ TR 932	P/Art School	0	+ 69	+ 69
649	B/F Capital	0	+ 47191	+ 47191
203	Unrestricted CF	255180	+ 179098	+ 434278
299	Contingency Unrest.	50559	+ 27225	+ 77784

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Virement actioned by: WaldenDate: 12/9/19Authorised
(Headteacher /
Business Manager): [Signature]Date: 12-9-19Authorised
(Governor): _____

Date: _____

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