

**SHENFIELD HIGH SCHOOL
VIREMENT APPROVAL FORM**

Reason for Virement:

FINAL CLOSE ADJUSTMENTS TO CARRY FORWARD.

Cost Centre Number	Cost Centre Description	Original Budget	*Increase /Decrease (£)	New Budget
203	BWT FWD -UNREST	-434,278	-5992	-440,270
258	FIRE SAFETY INC	0	8 45828	+45828
351	BURSARY	+17761	-252	+17509
658	FIRE SAFETY EXP.	0	+81935	+81935
649	BWT FWD-CAPITAL	-47191	-36107	-83298
299	CONT -UNREST	97775	+6244	104019

*Please write in BLACK where values increase, and in RED where values decrease

Virement actioned by: K. Wainman
(JUNIPER ED).

Date: 16/01/2020

Authorised
(Headteacher /
Business Manager): [Signature]

Date: 16-1-20

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