

SHENFIELD HIGH SCHOOL VIREMENT APPROVAL FORM

Reason for Virement:

To update income and expenditure - March 2023

Cost Centre Number	Cost Centre Description	Original Budget	*Increase /Decrease (£)	New Budget
200	ESFA Income	(9,138,416)	(131,387)	(9,269,803)
201	LEA Income	(129,000)	(18,100)	(147,100)
199	Other LA Income	0	(23,020)	(23,020)
516	Other Income	(10,000)	(26,950)	(36,950)
125	Support Add. Hours	4,078	5,500	9,578
126	Teachers Add. Hours	0	4,000	4,000
151	Other Staff cost	19,500	3,200	22,700
316	Food Tech	2,000	1,100	3,100
301	Art	4,500	1,150	5,650
325	Learning Support	2,500	4,750	7,250
355	PP Distribution	26,131	(26,131)	0
370	Capital Exp	55,117	91,569	146,686
502	Catering Maint	20,000	5,200	25,200
505	Exams	150,000	30,000	180,000
506	1st Aid	1,000	300	1,300
519	Prof. fees	70,000	1,200	71,200
536	Field Study	4,200	440	4,640
539	Alt. Provision	0	3,000	3,000
600	Working Env	10,000	1,000	11,000
605	Estates Maint	60,000	25,000	85,000

Virement actioned by: _____

Date: _____

Authorised
(Headteacher /

Business Manager): _____

Date: _____

Authorised
(Governor):

Date: _____

The Business Manager must be aware of every Virement

- £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 must be reported to the Resources Committee and FGB.

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