



## **Birchwood Junior School, The Lancaster School & Woodlands Infant and Nursery School**

### **STATEMENT OF INTERNAL CONTROL**

This statement relates to the Internal Controls for Forest Skies Federation for the year ended 31<sup>st</sup> March 2024. The Governing body is responsible for ensuring that the school:

- Keeps proper accounting records during the year which will disclose, with reasonable accuracy and at any time, the financial position of the school, have been drawn up in accordance with the Local Authority guidelines, and will enable it to prepare an annual income and expenditure statement that complies with Local Authority guidelines
- Maintains and operates an effective system of Internal Control to safeguard all the resources delegated, granted or otherwise entrusted to the school and ensure they are used cost effectively

The system of Internal Control has been developed and is coordinated by the Headteacher. It aims to provide as much assurance as is reasonably possible (not absolute assurance) that assets are safeguarded, transactions are properly authorised and recorded, and that material errors or irregularities are either prevented or can be detected promptly.

Our review of the effectiveness of the systems of Internal Control is informed by:

- Our regular scrutiny of financial and other performance monitoring data
- Regular reports from the Headteacher/SBM to the Governing Body
- The most recent report of the school's internal auditor (School Fund Audit completed by School Finance Team/Independent Auditor)
- Our most recent self-evaluation of the Internal Controls (SFVS) December 2023

We are, therefore, satisfied that the Internal Control systems in operation at the school during the year were adequate and effective.

Statement of Internal Control Reviewed May 2024

By order of the Governing Body of Birchwood Federation

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_

(Headteacher)

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_

(Chair of Governing Body)

(Signed) \_\_\_\_\_ Dated \_\_\_\_\_

(Chair of Finance Committee of the Governing Body)