

# Finance News

Entrust Finance Services | March 2021

## Save the Date – Entrust Online Conference

We are excited to announce that there will be an Entrust wide online conference on 13th May – more information on this will follow shortly.

## DfE School Resource Management Training

Our School Resource Management webinars in partnership with the DfE have now received over 14,000 bookings by school professionals and governors across the country, with excellent feedback.

Due to popular demand we have squeezed in a few extra courses, but the live training sessions will end on 31<sup>st</sup> March so there's not long left!

The six pre recorded webinars and resources will be available on our website after the Easter holidays and we will send communications when they are live.

## Entrust Payroll Bureau

Our fully managed service is specifically designed to meet the complex challenges of HR administration and Payroll within the education sector – You can be certain your staff are paid accurately and on time every time.

Entrust Payroll Bureau Service will provide fully integrated HR software which links with our managed payroll service so there will be no duplication of pay claims, reducing administration input time. The cloud-based system which can be accessed from anywhere allows for the recording of all person employment data covering single and multiple employments. A full document library paired with our mail merge function will automatically produce letters, contracts, and other documents in minutes.

Staffing Reports are built for schools and have the additional benefit of interfacing with any schools that purchase Access Budgeting.

All data is stored in the software, producing workforce census and pension returns is easy. Our software is compliant with the single central record, which can be accessed and audited quickly and clearly. We will ensure you are always up to date and compliant.

Entrusts payroll education specialists will provide regular training; whilst our dedicated helpdesk guarantees full support.

## Entrust Bacs Bureau

## Approved Bacs Bureau Service

Manage your day-to-day financial transactions securely and cost effectively with our Bacs Bureau Service.

**Accurate. Quick. Simple.**



entrust  
Inspiring Futures

The service will support schools and academies nationally providing them with secure and reliable Bacs processing.

Using a Bacs Bureau ensures numerous benefits which can include financial savings and access to expert support and advice.

To find out more about the new service, email [enquiries@entrust-ed.co.uk](mailto:enquiries@entrust-ed.co.uk).

## Internal Audit

Reducing the risk of financial irregularities with our expert internal audit service.

It's never been more important to be confident that your internal financial and governance processes are compliant and well controlled. We've seen the Education and Skills Funding Agency scrutinise schools and academies much more closely in recent years, following several allegations of financial irregularities.

Governors must satisfy themselves that their school is implementing and following the right controls and processes. We can help you to achieve this at your school, academy or trust with a programme of internal review that can be tailored to meet your particular needs.

Our review programme includes:

- Annual or termly financial health checks
- Checks around governance, including the appropriateness of financial information
- A review of your procedures.

Our team of experts have many years' experience of helping schools and academies optimise their financial and operational processes, and we understand your requirements and the pressures that you face.

Please contact the Helpdesk to learn more about how we can help you to strengthen your internal financial and governance processes.

## FSM

It has been brought to our attention that schools must continue to provide free school meal support to pupils who are eligible for benefits related free school meals and who are learning at home during term time, i.e. those who are self isolating.

## School Financial Value Standard (SFVS)

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Due to Covid-19, the DfE has decided that the SFVS return should be delayed this year. For the financial year 2020 to 2021, schools should submit their SFVS no later than 28<sup>th</sup> May 2021.

As usual, returns should be approved by Governors.

## Workforce Fund Claim

The workforce fund claim is now live and can be found here [Coronavirus \(COVID 19\) workforce fund claim start - Section 1 - DfE Online Forms \(education.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-workforce-fund-claim-start-section-1-dfe-online-forms)

The fund covers support for institutions meeting the criteria to help them meet the cost of covering workforce absences experienced from 1<sup>st</sup> November 2020 until the end of the autumn term 2020.

The guidance asks that before you start the claims process you ensure your school meets the financial reserves and workforce absence rate criteria set out in the guidance.

From a financial reserves position, schools will only be eligible for funding if their reserves at the end of the funding year are down to a level of no more than 4% of their annual income. The Schools Finance team are able to send you a calculator to assist with this. If you would like a calculator for your school please contact [financeservices@entrust-ed.co.uk](mailto:financeservices@entrust-ed.co.uk).

## DfE Deals for Schools

The DfE's deals for schools includes centrally negotiated framework agreements - from audit services to water supply. The DfE have reported that many schools have made significant savings by reviewing their existing arrangements against the DfE's recommended deals.

Schools should use the framework to determine whether greater value for money could be obtained.

<https://www.gov.uk/guidance/find-a-dfe-approved-framework-for-your-school>

## School Account Managers

Don't forget your Entrust School Account Manager is on hand to support you with any issues or queries you may have:

Samantha Baker-Smith

Colin Bamford

Tom Hodgkinson

Caroline Johnson

Email: [accountmanager@entrust-ed.co.uk](mailto:accountmanager@entrust-ed.co.uk)

## Peripatetic Finance – Service

If a member of your finance team is off sick or you currently have a vacancy to fill – why not try out our peri service. We can provide cover at a competitive cost just for the time you need it. This could be a long-

term solution if you are considering academisation as it will give you a more flexible staffing structure. We can offer Finance Assistant/Officer, Bursar or Business Manager and Finance Director roles.

For further information and prices, please contact [financeservices@entrust-ed.co.uk](mailto:financeservices@entrust-ed.co.uk)

## Peripatetic SENCO – Service

SEN & Inclusion services are now able to provide SENCO support/ peri service to schools. If you would like any further details please contact Kate Plant on [cathryn.plant@entrust-ed.co.uk](mailto:cathryn.plant@entrust-ed.co.uk).

## DfE Funded Digital Education Platforms – Still time to apply

At Entrust, our priority is to support educational establishments as they adapt to their new ways of working, and we're pleased to say we can help provide your school **with free-to-use remote education as part of the new funded DfE scheme.**

Schools can now apply for government funded support to get set up on one of two free-to-use digital education platforms: Google G Suite for Education or Microsoft Office 365 Education.

Your school will benefit from training to maximise the features of the technology and use of materials to provide a rich and engaging educational experience. This includes online resources, support getting set up, webinars and peer-to-peer support between schools.

Once registered and approved, schools will receive:

- Funded support from an accredited partner to get set up on either Google G Suite for Education or Microsoft Office 365 Education
- Free training on how to use the platform, through online resources, webinars, and peer-to-peer support between schools

With a digital platform, you can:

- Improve teachers' ability to assign and assess work, providing feedback remotely
- Improve students' ability to access curriculum content and communicate digitally on any device that is connected to the internet, irrespective of location
- Improve communication between staff, students and parents in real time, using written word, voice and video
- Improve pupil and teacher collaboration on projects in real time

### Our support:

Entrust has been vetted and accredited by Google to deliver on the deployment of G Suite, so if you decide that Google's education platform suits you best, we can support you to make the move and get you set up. After an initial handover, we will also provide you with up to five hours of free CPD training, delivered by fellow educators, to help you get the best from the platform and can also provide additional long-term CPD support to fit your needs.

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We're also pleased to say that our partner Capita SIMS has been approved to deliver the deployment of Office 365, so if you think Microsoft is the best fit for your school, we can work alongside our partner to help your school make best use of this funding. **(Please select Entrust/Link2ICT as your Preferred partner to ensure approval email is sent direct)**

### Eligibility criteria :

You're eligible for this scheme if you:

- Don't currently have a digital education platform; or
- Are already using Office 365 or G Suite but are not yet set up to assign work and communicate with **ALL pupils.**

If you are interested and need more information, our account managers can talk you through it, so please feel free to contact them for more details.

## Grants

Please see below a list of grants that are currently open for schools to bid for. More information can be found by looking at their websites:

### Magic Breakfast

Magic Breakfast is a registered charity aiming to end hunger as a barrier to education in UK schools through the provision of healthy breakfasts to vulnerable children.

If at least 35% of your school's pupils are eligible for Pupil Premium, you may be eligible for Magic Breakfast support. Schools can fill in an online "Expression of Interest" form by following <https://www.magicbreakfast.com/apply-for-magic-breakfast-provision>

### Funding for STEM related activities

A collection of links that point to grants and funding for STEM projects in schools and colleges can be found via <https://www.stem.org.uk/resources/community/collection/134293/funding-stem-related-activities>

### Connecting Classrooms through Global Learning Programme (UK) Summary:

The Connecting Classrooms through Global Learning Programme provides grants of up to £35,000 to clusters of schools or one-to-one school partnerships to support a wide range of global learning activities, including training for teachers and supply cover, reciprocal visits to international partner schools, and hosting community events. The funding is available to schools with existing partnerships or those seeking to develop new partnerships. There are no application deadlines.

This grant is **open to applications.**

Applications can be submitted at any time.

### Waitrose – Community Matters (UK)

Waitrose Community Matters allows those who shop in Waitrose to select a good cause they wish to donate to by placing a token in a box at the end of their shop. The more tokens a cause gets the bigger the donation they receive. Each month every Waitrose branch donates £1,000 between 3 local good causes

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chosen by shoppers. Local charities, schools and not for profit organisations who would like to be considered for Community Matters should go to their local branch and complete an application form.

This grant is **open to applications**.

Applications can be submitted at any time.

## Final words

If there is any further support you require, please do not hesitate to contact us.

Kind regards, Education Finance Team