

# School Resource Management

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Useful Links

## Procurement

# Buying for Schools

Resources for buying goods and services, and finding DfE-recommended suppliers.

Follow these guides to help you plan what you need to buy and get good value.

Find quality-checked suppliers using the [find a framework tool](#).

There's separate guidance on [buying procedures](#) and [procurement law](#) (including EU procurement law).

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<https://www.gov.uk/guidance/buying-for-schools>

Guidance

## Find a DfE-approved framework for your school

Find quality-checked suppliers of goods and services for your school.

### Buying procedures and procurement law for schools

How to buy goods, works or services for your school.

Following these guides will help schools to:

- get value for money
- comply with EU procurement law

<https://www.gov.uk/guidance/find-a->

[dfeapproved-framework-for-your-school](https://www.gov.uk/guidance/buying-proceduresand-procurement-law-for-schools)

<https://www.gov.uk/guidance/buying-proceduresand-procurement-law-for-schools>

# Financial Advice

Guidance

## **Get financial advice for schools**

A list of financial advisers for schools that need to buy external financial advice and what to think about before choosing a supplier.

<https://www.gov.uk/guidance/get-financialadvice-for-schools>

# Training and Peer Support

Guidance

## **School resource management: training and support**

Sources of training and support for school business professionals in schools, trusts and other organisations.

<https://www.gov.uk/guidance/schoolresource-management-training-and-support>

<https://www.gov.uk/government/publications/join-or-create-a-network-for-school-business-professionals>

## Personal Development

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**School Business Professional Apprenticeships “all schools should have access to a capable school business professional – some smaller standalone schools may not have their own dedicated SBP” DfE 2018**

**[https://www.instituteforapprenticeships.org/apprenticeship-standards/school\\_business-professional-v1-0](https://www.instituteforapprenticeships.org/apprenticeship-standards/school_business-professional-v1-0)**

# School Business Professional Standards



<https://www.gov.uk/guidance/schoolresource-management-training-and-support>

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# Supporting Excellent School Resource Management

<https://www.gov.uk/government/publications/supportingexcellent-school-resource-management>





# Risk Management

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## Governance handbook

Academy trusts and maintained schools

October 2020



## Academies financial handbook 2020

For academy members, trustees, accounting officers, chief financial officers and auditors

Effective from 1 September 2020

June 2020

<https://www.gov.uk/government/publications/governance-handbook>

[https://assets.publishing.service.gov.uk/media/5f4754ac8fa8f5362e74ba76/Academies\\_Financial\\_Handbook\\_2020.pdf](https://assets.publishing.service.gov.uk/media/5f4754ac8fa8f5362e74ba76/Academies_Financial_Handbook_2020.pdf)

<https://www.gov.uk/guidance/therisk-protection-arrangement-rpa-forschools>

## ICFP DfE Tools

**School Resource Management Short Courses Webinars Homepage** - [www.education-space.co.uk/SRM/](http://www.education-space.co.uk/SRM/)

**Introduction to ICFP (ISBL session – youtube link)**

[Introduction to ICFP](#)

**Department for Education ICFP website**

<https://www.gov.uk/guidance/integrated-curriculum-and-financial-planning-icfp>

**7-Step Guide to ICFP**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/828603/7\\_steps\\_for\\_clearance\\_logo.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/828603/7_steps_for_clearance_logo.pdf)

### **Common ICFP Terms**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/828605/ICFP\\_glossary\\_of\\_terms\\_logo.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/828605/ICFP_glossary_of_terms_logo.pdf)

### **Basic Principles of ICFP**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/828604/ICFP\\_guidance\\_-\\_basic\\_principles\\_logo.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/828604/ICFP_guidance_-_basic_principles_logo.pdf)

### **Workload Reduction Toolkit**

<https://www.gov.uk/government/collections/workload-reduction-toolkit>

### **Primary School Workbook**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/837160/Primary\\_workbook\\_templates.xlsx](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/837160/Primary_workbook_templates.xlsx)

## Secondary School Workbook

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/837162/Secondary\\_workbook\\_templates.xlsx](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/837162/Secondary_workbook_templates.xlsx)

## Pioneer Academy Trust Tool (Alternative Primary School workbook)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/832057/Staff\\_deployment\\_analysis\\_tool.xlsx](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/832057/Staff_deployment_analysis_tool.xlsx)

## Technical Guides

[Primary School Workbook Guide](#)

[Secondary School Workbook Guide](#)

[Pioneer Academy Trust Tool Guide](#)