



**Governor Visit Report**

Name	Donna Smith
Date of Visit	24/01/18
Focus of Visit	To review school financial procedures and the financial management at the School
Classes/staff visited	School Business Manager
<p><b>Summary of activities e.g. observing classes, talking to staff and pupils, looking at resources, had lunch etc.</b>          To complete the SFVS questionnaire by reviewing financial practices and policies at the school to gain the necessary assurances of the financial management in place.</p>	
<p><b>How do you feel this visit has helped you to develop your role as a Governor?</b>          A greater understanding of school financial procedures, the review has allowed me to use my experience from my working in a financial environment (current position is Head of Finance &amp; Risk at a £8.8bn Pension Fund) to improve recommend improvements and strengthen the internal control environment.</p>	
<p><b>Positive comments about the focus</b>          Assurances gained about current financial management at the school.</p>	
<p><b>Aspects I would like clarified / questions I have</b>          Please see email correspondence for clarifications, questions and recommendations for improvement.</p>	
<p><b>Ideas for future visits</b>          Extend the review of procedures to include testing of procedures.</p>	
<p><b>Any other comments</b></p>	

**Signed:** D Smith

**Signed:** S.G. Brady

**Governor:**

**Headteacher:**

**Date:** 14/02/18

**Date:** 15.02.2018