# School Funding and Finances – A Beginners Guide Hale School Lecture THeatre

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| **Time 8 July 2016** | **Program** | **Responsible** |
| 8:00am  8:20am  8.30am  9:00am  10:00am  10:20am  11:20am  12:30pm  1:30pm  2:30pm  3:30pm | Registration – tea and coffee on arrival  Welcome  How Schools are Funded:   * How Commonwealth funding works and future direction its likely to take * ICSEA and SES * How State funding works * Applying for government funding, including from the BGA * School fees * SWD Funding * Donations   Morning tea  Statutory Returns:   * Financial Questionnaire * Census – State and Federal * ACNC * STATS * BAS, FBT & GST   Governance and Risk Management:   * How the roles fits in relation to the Board, Principal and staff * The role of the Company Secretary * Risk Management in schools – broad overview * Compliance   Lunch  School Budgets and Financial Planning:   * Reporting to the Board * Budgeting in a school context * Debtors management * Cash flow forecasting management * Benchmarking * Assets management * Servicing loans   Payroll Management:   * EBA * Timesheets * Leave records * Compliance   Depart | Valerie Gould  Michelle Houwen  Victor DeVicente  Valerie Gould  Michael Burgess  TBA |