

HOLY FAMILY CATHOLIC SCHOOL



Statement of Internal Control

Date agreed	October 2024
Next review date	October 2025

THE MISSION STATEMENT OF THE SCHOOL

Holy Family Catholic School is a Catholic community embracing the clear Christian values of respect, service and justice.

We are a family of many cultures sharing one faith.

We exist to educate young people towards excellence in all dimensions of their lives, recognising the uniqueness of each and the equality of all.

Statement of Internal Control for Holy Family Catholic School

- 1 This statement relates to the Internal controls for Holy Family Catholic School for the year ended 31st 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 DfE (CFR) guidelines, and will enable it to prepare an annual income and expenditure statement that complies with DfE 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.
- 2 The system of internal control has been developed and is coordinated by the Head Teacher. 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.
- 3 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 Head Teacher and other managers to the Governing Body
 - the most recent report of the school's internal auditor dated July 2023.
 - our most recent self-evaluation of the internal controls undertaken.
- 4 We are, therefore, satisfied that the internal control systems in operation at the school during the year, up to and including the signature date below, were adequate and effective.

By order of the Governing Body of Holy Family Catholic School

(Signed) _____ Dated _____
(Head Teacher)

(Signed) _____ Dated _____
(Chair of Governing Body)

(Signed) _____ Dated _____
(Chair of Finance Committee of the Governing Body, where applicable)