



Finance and Property Management Policy

The Sacred Heart College Board of Trustees is the guardian of public money and is publicly accountable for the way it is controlled and spent. It monitors and controls school expenditure, and ensures that annual accounts are prepared and audited as required by law.

The Board of Trustees:

- complies with legislation on financial and property matters
- allocates funds to reflect the school's priorities as stated in the charter
- adopts an annual budget
- monitors and controls school expenditure
- ensures that the school meets public sector expectations for management of conflicts of interest
- ensures that annual accounts are prepared and audited
- takes responsibility for protecting the school's resources, both physical and financial, through its theft and fraud prevention policy
- implements a maintenance programme to ensure that the school's buildings and facilities provide a safe, healthy learning environment for students
- works with the board of proprietors to manage assets and property.

This policy meets the aims of National Administration Guideline 4.