



Highfields School

Headteacher: Mr P E Wilkes



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Our ref: AW

Highfields School Private School Fund Accounts

School operates Private School Fund Bank Accounts which are not related to the main school budget. These accounts are used for but not limited to the following:

- The collection and administration of payments for school trips, visits and events
- Charitable collections and payments
- School fundraising
- School locker deposits
- Concert and Production funds
- Parental donations, general donations and grant payments
- School Prom and Year books funds
- Access fund
- Sale of school uniform

These accounts are independently audited on an annual basis and reported up to the Governing Body for approval. The accounts have a total of three signatures – two of which are required to make any payments

The accounts can be made available if required at the application to and discretion of the Head.