

Schools Forum – 23rd March 2023

Update to the Staffordshire Financial Regulations for Schools

Recommendation

1. The Schools Forum approves the revised Staffordshire Scheme for Financing Schools (SSFS) Financial Regulations for Schools and Procurement Regulations.

Report of the Deputy Chief Executive and Director for People:

PART A

Why is it coming here – what decision is required?

2. Any amendments to the SSFS, Financial Regulations for Schools and Procurement Regulations require approval from Schools Forum.

Reasons for recommendation

3. The Financial Regulations for Schools have been reviewed and updated.

PART B

Background:

4. Section I – Insurance, is being replaced in full and the Regulation's will state insurance cover for schools is now being provided through the DfE's Risk Protection Arrangement (RPA) scheme.
5. Full details can be found in Appendix A.
6. A link to the DfE's RPA scheme will be provided in the Finance Regulations and an updated version of the Regulations will be uploaded to the Schools Learning Net.

Appendix A

- Section I – Insurance, will be replaced in full. The below text will be removed from the Regulations.

Financial regulation I – Insurance

- I1 The County Treasurer is responsible for arranging appropriate minimum levels of insurance. If appropriate, the County Treasurer will consult head teachers before arranging cover. A summary of the cover provided is made available to schools each year.
 - I2 The County Treasurer will negotiate claims with insurers.
 - I3 You must tell the County Treasurer as soon as possible about all new risks, properties or vehicles that need to be insured and about any changes which affect existing insurance.
 - I4 You should make sure that school staff involved in insurance claims do not admit liability as this will affect your insurance cover.
 - I5 You must immediately write to the County Treasurer about any loss, liability or damage or any event likely to lead to a claim.
 - I6 Where delegation of insurance funds has been requested, the governing body must comply with the requirements of the minimum insurance standards, which can be obtained from the County Treasurer.
 - I7 Before entering into any legally binding contract, you must consult the Director of Corporate Services and the County Treasurer about the terms of any indemnity we are asked to give.
- The section will now read;
- I1 Insurance cover for schools is arranged via the DfE’s RPA scheme. Details of the scheme can be found here: [The risk protection arrangement \(RPA\) for schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/the-risk-protection-arrangement-rpa-for-schools).

Schools should follow the DfE’s guidelines and update them with any new risks as appropriate.

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