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FS4S
Business Services

For Schools

News 4 Schools – May 2019



FS4S News

Great news - we are delighted to announce that we will be moving to the Nexus office building at Cheney Manor during the summer, the exact date to be confirmed. Everyone is thrilled that we have found offices that are in central Swindon and, as the office will be on the fourth floor, we will have a superb view across the town. We will be sad to leave Lydiard Park Academy but it will be exciting to start afresh in purpose built offices. We'll keep you up to date with the progress of our move.

Thank you to all of you for your patience whilst our IT system was being migrated to a new platform. The purpose is to improve our IT operations and also ensure compliance with GDPR and Cyber Essentials requirements. Our thanks go to the IT team at Datalibrium that made the transition as smooth as they could, even working nights to minimise disruption.

Don't Forget To Send In Your Returns

LA Schools: Please ensure that you send in the following returns to the Local Authority:
✓ VAT Submittal Report for April

Academies: Please ensure that transactions to 30th April are complete in readiness for month end:
✓ VAT Online Submittal Report for April (where the Academy is VAT registered)
✓ VAT form 126 with full report (where the Academy is not VAT registered)
✓ Budget Forecast Return Outturn due 21st May

Academy Budget Forecast Return Outturn

The ESFA has published the guidance for the BFRO that has a deadline for submission of 21st May. The guidance and relevant forms can be found on the following link:

<https://www.gov.uk/guidance/academies-budget-forecast-return>

Career Opportunity with FS4S

We are looking for a full-time (part-time also considered) Payroll Assistant to join our Payroll Team! If you know of someone who might be interested in working with us please ask them to call 01793 882569 for details.

Dates for your Diary

Network 4 Schools	Venue TBC	20 th June
VAT for Schools and Academies	Venue TBC	26 th June

Client Secure Log-In Details – A Reminder

A reminder of the log-in details to access your secure e-mail:

Go to the Client Secure E-mail Log In button at the top right of our website www.fs4s.co.uk

User Name: FS4S\School User Name
Password: Your usual password using a capital for the first alphabetical character

Latest Information from the ESFA

Here is an outline of information published by the ESFA with links to take you to the ESFA website for details:

Leaders and clerks of trust boards are being encouraged to sign up for [academy and school governance professional development programmes](#). The governance leadership programme aims to build the capacity of governance leaders. It is available to those in governance roles including chairs, vice chairs or committee chairs. Funding worth £500 is available for eligible participants of single academy trust. Multi-academy trusts and some boards governing schools in opportunity areas could attract funding worth £2,000.

The ESFA has published the [Academies Accounts Direction 2018 to 2019](#). This is the reference pack for academies and their auditors to use when preparing and auditing the trust's annual report and financial statements.

From September 2019, the RPA general annual grant (GAG) deduction will drop from £20 per pupil to £18 per pupil for the 2019 to 2020 academic year. It will offer the same cover. It is also guaranteed that the GAG deduction will not exceed £20 per pupil for a further 2 academic years – up to and including 2021 to 2022.

The [academy national non-domestic rates claims page](#) is updated with information for the 2019 to 2020 financial year. Academies can now make claims for the 2019 to 2020 financial year.

VAT For Schools And Academies

Following the success of previous VAT presentations, we are delighted that Colin Scates of RSM UK Tax and Accounting Limited will be coming to Swindon in June – all the way from his Newcastle office - especially to share his expert knowledge on VAT for schools and academies with all of you. The presentation has proved to be extremely popular and we recommend early booking. A booking form will be sent out shortly.

All of us at FS4S hope that you have a great bank holiday weekend and half term break