

**Extracts from the Scheme for Financing Schools April 2008
– March 2011**

2.11 Submission of Budget Plans

Each school is required to submit a budget plan approved by the Governing Body to the Authority no later than 31 May of each year.

**Extracts from the Financial Regulations for Schools –
September 2008**

35 Each school is required to submit a multi year budget plan, approved and minuted by the Governing Body, to the Authority no later than 31 May of each year. The budget analysis will be in the format required by the Director of Human and Financial Resources together with such supporting information as requested.

58 The Governing Body is responsible for approving the School's Budget Plan prior to its submission to the Director of Human and Financial Resources. Other financial responsibilities may be delegated to a sub committee; however, this sub committee needs to be a properly constituted committee.