Sunnyfields Primary School
Strong Roots, Bright Futures

The Sunnyfields GARDEN VALUES

School Voluntary Funds Mission Statement

April 2026

Mission Statement

The School Voluntary Fund exists to support and enhance the educational experience, wellbeing, and opportunities available to pupils beyond those that can be provided through the school's delegated budget and other statutory funding sources.

The Fund shall be managed in a manner that is transparent, accountable, and consistent with the school's educational aims and values. All monies held within the Fund shall be used solely for the benefit of pupils, staff, and the wider school community in support of the school's objectives.

Purpose of the Fund

The School Voluntary Fund may be used to:

- Support educational visits, residential trips, and enrichment activities where there is a funding shortfall that would otherwise prevent the activity from proceeding.
- Assist in ensuring that pupils are not disadvantaged from participating in school activities due to financial constraints.
- Provide additional educational resources, equipment, and materials that enhance learning opportunities.
- Support extracurricular activities, clubs, competitions, and events that benefit pupils.
- Contribute towards pupil wellbeing, inclusion, and pastoral initiatives.
- Fund prizes, awards, celebrations, and recognition activities that promote achievement and engagement.
- Support community and charitable activities connected with the school's ethos and objectives.
- Provide other benefits or opportunities for pupils that are consistent with the school's educational aims and have been approved in accordance with the Fund's governance arrangements.

The Fund shall not be used to replace statutory funding responsibilities of the Local Authority or the school's delegated budget, except where the expenditure provides an additional benefit or enhancement for pupils.

Governance and Management

The School Voluntary Fund shall be administered by authorised school staff under the oversight of the Headteacher and Governing Body.

All income and expenditure shall be properly recorded and supported by appropriate documentation. Fund transactions shall be conducted in accordance with the school's financial procedures and any relevant Local Authority guidance.

Expenditure from the Fund must be authorised in accordance with the school's delegated financial arrangements and must demonstrate a clear benefit to pupils and the school community.

Financial Accountability

The School Voluntary Fund shall maintain accurate and complete accounting records at all times.

An annual statement of accounts shall be prepared for the period ending 31 March each year.

To ensure transparency and public confidence, the accounts of the School Voluntary Fund shall be subject to an annual independent examination and verification by an external verifier who is not involved in the day-to-day administration of the Fund. The external verifier shall review the accounts and supporting records and provide written confirmation that the accounts present a fair and accurate record of the Fund's financial activities.

The verified annual accounts shall be presented to the Governing Body and retained in accordance with the school's records management requirements.

Commitment

The School Voluntary Fund is committed to ensuring that all funds received are managed responsibly and used effectively to maximise opportunities for pupils, reduce barriers to participation, and enrich the educational experience of all children attending the school.