MANAGEMENT

INVESTMENT

RATIONALE
School Council has a responsibility to manage school funds and in doing so, has a responsibility to invest funds in a manner that generates the maximum interest revenue with institutions that represent low risk

AIMS
- To ensure maximum interest returns on low-risk investments
- To ensure the cash flow needs of the school are not compromised by the investment of funds into inaccessible accounts
- All invested funds must be targeted for specific purposes

IMPLEMENTATION
- Investment accounts will only be in the name of the School Council and will be reported through CASES21 Finance to School Council through the Finance Report
- All grants and other payments from the DET are paid into Concord School’s individual ‘at call’ High Yield Investment Account
- These funds are then transferred into the school’s Official Account on a needs basis
- School Council must consider whether or not it should leave excess funds in the High Yield Investment Account, or seek other investment opportunities
- School Council will monitor government cash grants and locally raised funds monthly in order to identify any excess funds which will be invested to generate interest monies for the school
- School Council will formally minute, monitor and review the level of funds invested, the terms of investments and the type of investments in relation to the school’s cash flow needs
- When considering investment opportunities, School Council should apply the ‘prudent investor test’ and ensure that funds are only invested with institutions that are prudentially sound and secure, professionally managed, and have strong financial status in reserves, liquidity and profitability
- All investment and changes to investments, including the ‘roll over’ of existing investments, must be approved and minuted by School Council, and authorised by the Principal and a School Council delegate
- School Council must maintain a manual Investment Register for all investments other than the High Yield Investment Account. The register will detail date of lodgement, investment institution, account number, amount invested and terms of the investment including interest rate, maturity date and interest earned
- As per DET regulations the Investment Policy will be ratified by School Council yearly.

REFERENCES
Schools investment policy and guidelines

Financial Management in Schools

School Policy and Advisory Guide