

**Timetable for School Financial Returns and Statement of School /
LA Accounts
Financial Year 2010-11**

Bank Reconciliation and Posting Summary for	Deadline for submission	Statement of School / LA Accounts will be published on the Funding & Finance Website
April (Period 1)	Thursday 6 May	-
May (Period 2)	Thursday 10 June	Thursday 17 June
June (Period 3)	Thursday 8 July	Thursday 15 July
July (Period 4)	Thursday 5 August	-
August (Period 5)	Thursday 9 September	Thursday 16 September
September (Period 6)	Thursday 7 October	Thursday 14 October
October (Period 7)	Thursday 4 November	Thursday 11 November
November (Period 8)	Thursday 9 December	Thursday 16 December
December (Period 9)	Thursday 6 January	Thursday 13 January
January (Period 10)	Tuesday 1 February	Thursday 10 February
February (Period 11)	Tuesday 1 March	Thursday 10 March
March (Period 12)	To be advised in Closure of Accounts Booklet	

Notes:

1. Schools are required to comply with these dates under Section 2.2 of the Scheme for Financing Schools (Provision of Financial Information and Reports). Returns received after 5pm of the deadline date will not be included in the Statement of School/LA Accounts Report for that period and will lead to a delay in reimbursement of VAT expenditure
2. Individual or combined returns for the following months will be accepted:-
 - i April & May by Thursday 10th June
 - ii July & August by Thursday 9th September **OR** August & September by Thursday 7th October
3. Schools are requested to convey their financial returns electronically via email to schools.accountancy@barnet.gov.uk Guidance on this procedure is set out in Section 5.1.2 of the Financial Guide for Schools - which is available on the BGFL website

For queries or further information please contact the Schools Accountancy Section on 020 8359 7225 / 7223 / 7228 / 7227