

**SCHOOLS' FINANCE TEAM SERVICE LEVEL AGREEMENT SUMMARY FOR ACADEMIES
YEAR: 2024/25**

Service	Tick if quote required
Access to named Finance Officer	
Telephone/email helpline	
Support academic year salary forecast for budgeting/planning	
Support monitoring and report of variation to actual salaries against budget	
Remote access support	
Attend annual budgeting meeting	
Finance health check, advice and support	
Support income budgeting and forecasting – GAG and other Grants	
Budget variance support	
Attend half day termly budget monitoring meeting	
Ad-hoc updates and advice on budgeting issues and funding changes	
<p>Pay as you go services / additional meetings can be purchased (subject to availability) on request. Please contact your finance officer or the Finance Team on 01743 256230 / education-inbox@shropshire.gov.uk</p>	