



Internal Scrutiny Services

SBM Services Ltd

Internal Scrutiny

Schools have a responsibility to demonstrate effective governance and compliance. Getting experts to audit key functions of your school is the best way to get assurance that you are complying with legislation and developing your functions in line with recommended best practice.

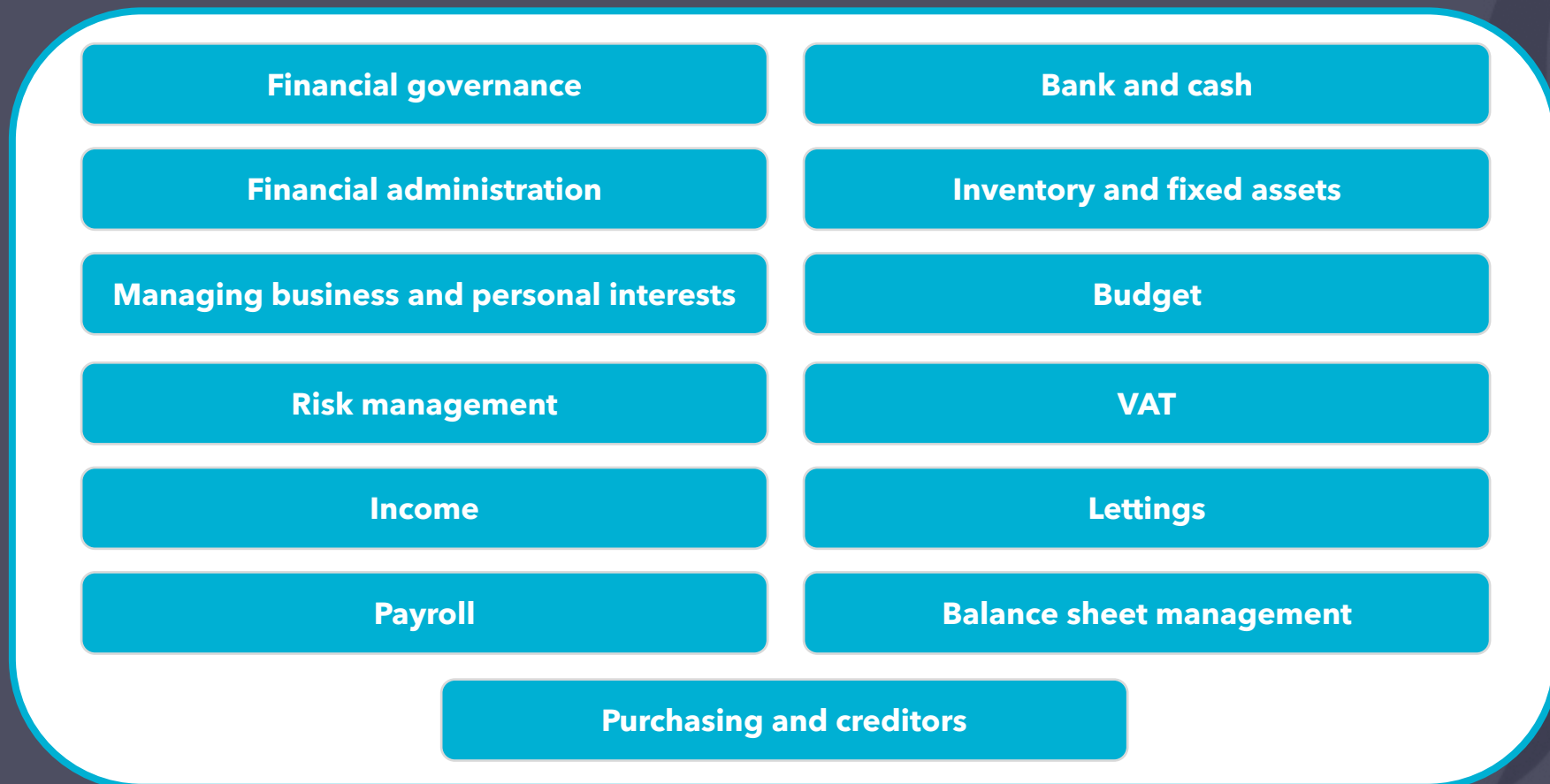
Purpose of Internal Scrutiny

“All academy trusts must have a programme of internal scrutiny to provide independent assurance to the board that its financial and non-financial controls, and risk management procedures are operating effectively.”

Academy Trust Handbook 2023, section 3.1

Financial Operations Audit

Our financial operations audit evaluates the suitability of and level of compliance with financial controls This includes assessing whether financial procedures are designed effectively and efficiently and are being adhered to.



Financial Efficiency Audit

Our financial efficiency audit ensures schools have systems and processes in place to reduce unnecessary time and expenditure while maximising revenue.



Personnel Compliance Audit

Our personnel compliance audit takes an in depth look at your human resource management procedures to ensure you have a productive, motivated and happy workforce.

Personnel file review

Attendance

SCR review

Wellbeing

Policies

Performance Management

Staff structures

Leavers and succession planning

Recruitment and induction

Data Protection Compliance Audit

Our data protection audit supports schools with ensuring they are complying with data protection legislation.

Policies and governance

Data security and records management

Awareness of data protection responsibilities

Consent

Data mapping

Subject access requests

Data sharing

Data breach managements

Governance Audit

Our governance audit focuses on providing assurance that the structure, procedures and skills of trust boards are effective, robust and are operating in compliance with relevant legislation.

Strategic leadership

Structures

Accountability

Compliance

People

Evaluation

Funding Audit

Our funding audit reviews that all funding claims are accurate and that the funding criteria is met.

Accuracy of census data

Compliance with grant terms & conditions

Income maximisation

Inventory Audit

Our inventory audit confirms that your inventory register is an accurate reflection of the assets that you own.

Check inventory is up to date

Ascertain condition of the asset

Identify any losses

Ascertain location of the asset

Ensure asset details are accurately recorded

Facilities Management Audit

Our facilities management audit will review the policies and processes that you have in place, helping you to ensure you have a safe and well-maintained school environment.

Strategic estates management

Performance management and sustainability

Planning and organising estate resources

Health and safety procedural review

Managing land and buildings

Estate maintenance

Managing estate projects

How we work with you

