



RESERVES POLICY

Statement of intent

We aim to hold sufficient financial reserves to meet redundancy obligations and to sustain the nursery if our income falls below expected levels.

Aims

- To manage our finances responsibly
- To budget for predictable fluctuations in income and expenditure
- To hold reserves to cover redundancy obligations, half a terms running costs and pay in lieu of notice

Procedures

The nursery holds one bank account. A balance will always be protected in the account to ensure costs will be covered in the event that the nursery has to close.

The protected balance will be reviewed regularly to ensure that sufficient funds are available i.e. the amount required for redundancy is maintained. This money will not be used for other purposes.

Budgets are completed annually and updated on a termly basis to take account of all factors affecting income and expenditure.

This policy was adopted at a meeting of The Robin Nursery Committee 15/4/13

Signed on behalf of the Nursery _____ Position

Date for revision 15/4/14