



# INVESTMENT

## PURPOSE

- To manage school funds within DEECD guidelines.
- To ensure funds are available to meet commitments and surplus funds are invested to maximise interest returns.

## IMPLEMENTATION

- The management of the investment accounts and transfer of funds to be in line with DEECD CASES21 management guidelines.
- An investment register is to be maintained for each account including the following information- date of lodgement, with whom invested, period, % rate, maturity date, amount invested.
- The School Council uses its powers to invest surplus monies under the following terms:
  - \* the amount to be invested, if any, are to be determined having regard to the needs and circumstances of the school, and the funds invested,
  - \* the potential for capital appreciation,
  - \* the likely income return,
  - \* the security of the investment,
  - \* a report to the council is to be tabled upon investment of new funds,
  - \* a summary of all investment activity shall be presented to the council not less than half yearly.
  - \* a review of all investments held shall be tabled at the monthly meetings of the Harcourt Valley School Council.
- Surplus funds are to be transferred to investment accounts according to anticipated need for funds and rates of interest offered.
- Before transferring funds the Principal and Business Manager will review the current financial needs and determine the level of funds to be invested.

## EVALUATION

This policy will be reviewed at the beginning of each year.

**Adopted by School Council- March 2012**