

Vale Long Term Supply and Maternity scheme process changes – Budget Forum update 02.12.24

A review of the processes of both long-term supply and maternity schemes has been undertaken in order to streamline processes, introduce continuity between the two schemes and address school budget reporting discrepancies with regards to long term absences and total staffing costs in school budgets.

From April 2025, the procedures relating to both schemes will change to ensure that school budgets are reflecting the correct actual annual expenditure for staffing.

Long term supply scheme – From April, schools will process their own LTS invoices and timesheets to their school cost centre and corresponding LTS detail codes (to be advised). A monthly claim will then be made to Education Finance for reimbursement of the costs which will be credited to schools via recharge income codes.

Maternity scheme – From April, schools will now retain maternity costs on their school cost centre and corresponding maternity detail codes (to be advised). A monthly claim will then be made to Education Finance for reimbursement of the costs which will be credited to schools via recharge income codes.

There will be a change in the required administrative work within schools, but the effect on workload will be minimal now that all schools are already using Fusion to input invoices and timesheets on a regular basis. As the new processes bed in we expect there to be a reduction in general admin in terms of miscoding's and general queries around the schemes.

Education Finance will provide all schools with the necessary claim forms, instructions and guidance prior to April 1st 2025.

The SLA booklet for 2025/26 will be updated to record these changes.