



INVESTMENT POLICY

Rationale:

The School Council, on behalf of the whole school community, should wisely invest school funds to maximise investment returns to assist in funding school programs.

Aims:

The purpose of this policy is to optimise the interest component of all funds available to the school.

Implementation:

Transactions in the Moonee Ponds Primary School Investment Account are to be approved by School Council.

School funds are solely to be invested in government approved institutions.

The signatories of the MPPS Investment Account should be the same signatories as the School Council Official Account.

The Principal or delegate, with the guidance of School Council, is to review the monthly cash flow position in order to monitor the appropriate level of School Council investment funds. Careful management of the School Council Official Account should ensure that it is neither allowed to go into deficit or carry excess amounts of cash.

At each monthly meeting the following information shall be presented:

- Total investment as at the end of each month
- List of approved transactions (reconciliation)
- Interest earned during the month – if any
- The rate of interest being paid on the investments
- Recommendations for future investments

Ideally the school should hold one investment account.

The principal or delegate shall be responsible for the timely implementation of School Council decision in regard to the MPPS Investment Account.

No deposits or payments will be made directly from the MPPS Investment Account. All transactions are to be processed through the Official Account in the CASES Financial program.

Evaluation:

This Policy will be evaluated on an annual basis in February to align with the DET Calendar.

Key Person responsible for development of the MPPS Investment Policy:

Principal

This policy was last ratified by School Council in....

MAR 2017