

Education Finance Submission Dates for Maintained Schools 2021/22

Academic Term	Document for Submission	Deadline	Responsibility
VAT Monthly	VAT Submissions - 2021/22: Period 1 –12 April 2020 to March 2021	Submit by 15th - following month	SBM
Spring Term 2021	Annual Leasing Return 2020/21	22 January 2021	Head Teacher & SBM
	Capital Closedown Return 2020/21	26 February 2021	Head Teacher & SBM
	Schools Financial Value Standard 2020/21 (SFVS)	28 May 2021	Governing Body
	Reporting Tool Template - Closedown 31 March 2021 available to schools	W/C 22 March 2021	Education Finance Team
	School Officers Remuneration 2020/21 School Payroll Analytica Education Finance Reports, Submissions and Deadlines 2020/21	31 March 2021	Education Finance Team Head Teacher & SBM
	Revenue Closedown Return 2020/21 To	30 April 2021	Head Teacher & SBM
Summer Term 2021	Ratified Budgets 2021/22	17 May 2021	Governing Body & Head Teacher
	Upload Final CFR 2020/21 report to Collect	30 June 2021	Head Teacher & SBM
	Quarter 1 – 30 June 2021 Reporting Tool	15 July 2021	Head Teacher & SBM
Autumn Term 2021	Quarter 2 – 30 September 2021 Reporting Tool	15 October 2021	Head Teacher & SBM
Spring Term 2022	Quarter 3 – 31 December 2021 Reporting Tool	15 January 2022	Head Teacher & SBM