

NAG 4—Finance and Property

Fraud and Theft Prevention Policy

Rationale

The School Board has a responsibility to protect the physical and financial resources of the school.

Purpose

To ensure that systems and procedures are established to guard against the actions of fraud and theft.

Guidelines

- a) Northern Health School financial policies and procedures will be followed at all times.
- b) Financial systems will meet the requirements and standards as set down in the Crown Entities Act 2004.
- c) Advice and suggestions made by the school's financial services contractor and the school's auditors will be considered.
- d) The school's physical resources will be kept secure and accounted for.
- e) Board and staff members who are formally delegated responsibility for the custody of physical and financial resources must be competent to carry out such responsibilities and held accountable for the proper execution of their responsibilities

Adopted	<u>May 2021</u>
Chairperson	_____
Review Date	<u>May 2024</u>