



Grindleton CE Primary School

As a unique village school, inspired by our Christian love, we strive to nurture our family to 'grow and shine in God's glory'. We will open our hearts to God's wonderful, diverse creation cherishing everyone as a child of God. Through Jesus' example, we will instil resilience and confidence for tomorrow.

'In the same way, let your light shine before others that they may see your good deeds and glorify your father in heaven.' Matthew 5 v16

Policy Statement

Disposal of Assets

The Governing Body is responsible for ensuring that assets purchased by the school are disposed of in an appropriate manner.

Any item which is obsolete or damaged beyond repair and is not appropriate for sale may be written off by the Headteacher (and disposed of appropriately), but must be reported to the Governing body at the next meeting for information

Any item which is surplus to the school's requirements and has a saleable value may be sold by the most appropriate means to achieve the best possible price.

The Headteacher may arrange for the sale of items of estimated value up to £2,500. The sale of these items must be reported to the Governing Body at the next meeting.

The means of disposal of items with an estimated value of £2,500 or more shall be determined by the Governing Body.

All income received must be paid into the school budget and VAT identified where appropriate.

The disposal of an item of equipment must be recorded in the school's inventory together with the date of disposal, and the amount of sales proceeds if appropriate. The date of the Governing Body meeting when the disposal was reported/approved must also be recorded.

The school will NOT use Ebay to sell items unless agreed by the governing body in advance.

Reviewed October 2021