



RESERVES POLICY

SMARTIES PRE SCHOOL & OUT OF SCHOOL CLUB

POLICY STATEMENT

We are working towards holding in a separate account a reserve of three month's wages and three month's rent to allow for any problems with cash flow, i.e., late payment of the fees. This amount should also reflect the amount of redundancy due to all staff should the pre-school need to close This amount to be 25,000.

This is to be used in emergencies only.

This policy was adopted on:

15/11/2022

Date to be reviewed:

15/11/2025

Name of signatory:

Victoria Hutter

Role of signatory:

Chairman of the Committee

Signed:

15/11/2022