

THE MORE YOU HAVE, THE LESS YOU KNOW!

One definition of a school might be...

“A generally friendly collision between staff, students, and stuff”

Stuff of course is better defined as assets, and while you probably have an accurate number of staff and students in the school at any one time, are you as confident about the volume and distribution of all your movable property? Filing cabinets to fridges, smart boards to stage lights, tablets to trumpets, these are all your responsibilities, and if you don't have up to date records then there is serious risk of non-compliance with SFVS requirements or DfE guidance in the Academies Financial Handbook.

“An inventory never stands still!”

The examples cited above are just a few of the many hundreds of assets that a School Business Manager is responsible for. A school with 800 students holds typically around 2400 items of equipment and fixed assets onsite, and some of them often not onsite! Tracking all this without computer assistance is a laborious job when suppliers can provide barcode labels, audit services to tag and log all your assets, hand held devices, and software to manage a very changeable environment as property is constantly purchased, moved, edited, inspected, and disposed. Fast paperless methods of tracking not only who *has* what where, but who *had* what where make life a lot easier for administrators and assist in defending the school's reputation through audit trails of safety and maintenance routines.

“You can't manage what you don't measure!”

Modern 'cloud' based programs can report instantly who is doing what when, improving productivity, and enables your oversight anytime from anywhere. Apart from demonstrating best use of public funds and regulatory compliance, there are security benefits, and data migration to other software programs is usually straightforward. The three main users of these programs are finance, IT, and facilities departments for their respective responsibilities.

If the audit company can give you a replacement cost on all your assets, then even more benefits flow. In addition to budgeting and procurement, sums insured can be optimised, vital when too high is a waste of premium and too low may result in claims being averaged.

Creating an Asset Register with fast accurate services and maintaining it with modern tools helps convert the process from a chore to being used as a real benefit, as it will save time and money.

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