**School Name:**

**Audit Name:**

**Overall Rating:**

**Report Date:**

| # | **Report Reference** | **Title and Details of the Finding** | **Finance Manual Reference/ Auditor’s Recommendation** | **School Management Response (Proposed Action)** | **Responsible Officer** | **Target Implementation Date** | **Status****(Completed, In progress, Not started)** |
| --- | --- | --- | --- | --- | --- | --- | --- |
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Business Manager:

Principal:

School Council President[[1]](#footnote-1):

Senior Education Improvement Leader:

1. Where the school’s overall audit rating is ‘Unsatisfactory’ or ‘Needs Improvement’, the action plan needs to be approved by the School Council President. [↑](#footnote-ref-1)