Managing Money school tracking spreadsheet
Below is a Money Management Excel spreadsheet, together with an individual tracking card template, to help the activity administrator and parents/carers manage the finance aspect of the visit.

Name of trip planned	
School class	

•	Date payment	Amount	Total amount of	Amount	Date to be paid
Name of young person	received	received	trip	outstanding	by
				93	
				93	
				£0	
				£0	
				£0	
				£0	
				£0	
				£0	
				93	
				03	
				03	
				£0	
				£0	
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				03	
				03	
				03	
				03	
		1		£0	
		1		£0	
				£0	
				93	
		1		£0	
		1		£0	
		1		£0	
		+		£0	