



## Parc Eglos School

### Governor Allowance Policy

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 give Governing Bodies the discretion to pay allowances to governors, from the school's annual budget allocation, for certain allowances which they incur in carrying out their duties.

Parc Eglos School Governing Body believes that paying governors' allowances, in specific categories as set out below, is important in ensuring equality of opportunity to serve as governors for all members of the community and so is an appropriate use of school funds. The specific items allowable reflect this objective.

Governors of the school will be entitled to claim the actual costs they incur as follows:

Governors will be able to claim allowances providing the allowances are incurred in carrying out their duties, as a Governor or representative of Parc Eglos School, and that the allowances have been agreed to be justified before any reimbursable costs were incurred.

Governors will be able to claim for the following, on a case-by-case basis and with the prior approval of the Governing Body:

- Childcare or babysitting allowances (excluding payments to a current/former spouse or partner);
- Cost of care arrangements for an elderly or dependent relative (excluding payments to a current/former spouse or partner);
- The extra costs they incur in performing their duties either because they have special needs or because English is not their first language;
- The cost of travel, relating only to meetings or training courses, at the current Cornwall Council rate per mile.
- Travel and subsistence costs, payable at the current rates specified by the Secretary of State for the Environment, Transport and the Regions, associated with attending national meetings or training events, unless these costs can be claimed from the LA or any other source;
- Telephone charges, photocopying, stationery, postage etc.
- Any other justifiable allowances.

The Governing Body of Parc Eglos School acknowledges that:

- Governors may not be paid attendance allowance
- Governors may not be reimbursed for loss of earnings.

Governors wishing to make claims under these arrangements, once prior approval has been sought, should complete a claims form (obtainable from the Clerk to the Governors), attach receipts and return this to the School within two weeks of the date when the allowances were incurred. This will then be submitted for approval by the Chair of Governors or Chair of Finance before being presented to the Finance Committee for final approval.

Claims will be subject to independent audit and may be investigated by the Chair of Governors (or Vice Chair in respect of the Chair of Governors) if they appear excessive or inconsistent.

<b>Review &amp; Approval Date</b>	<b>January 2015</b>
<b>Signed by Chair of Governors</b>	<b>John White</b>
<b>Signed by Headteacher</b>	<b>Brett Dye</b>
<b>Next Review Date</b>	<b>March 2016</b>