



Governor Expenses Policy

Policy Author: (SLT)

Draft document to SLT:	July 13
Draft document to staff:	July 13
Draft document to governors:	July 13
Policy noted accepted by Governors on:	
Document live date:	September 13
Document review date:	September 14

Payment of governors' allowances

Status

Statutory (unless the governing body has elected not to pay expenses)

Purpose

We believe that the governing body plays a key role in the success of the school. Individual governors should not be deterred from playing their full part because of incidental costs.

The Education (Governors Allowances) Regulations 1999 allow maintained schools to extend their schemes for paying governors' expenses from the school's delegated budget. At the full governing body meeting held on *[insert date]* it was agreed that the following expenses could be claimed from *[insert date]*:

- childcare or babysitting (other than done by a resident and responsible person at the home address) at a rate of £x per hour
- care arrangements for a dependent (as above) at a rate of £x per hour
- support for governors with special educational needs (e.g. audio equipment)
- support for governors whose first language is not English (translations)
- telephone charges, photocopying, stationery, etc.
- car travel at xp per mile
- other travel
- meals *[insert details]*

Claims should be submitted to the clerk to the governors who will check and authorise claims for £50 or less. Claims for more than £50 will be checked by the clerk and authorised for payment by the headteacher.

Relationship to other policies

This is referenced to the school's equality policy.

Arrangements for monitoring and evaluation

The governing body will monitor and evaluate the impact of the policy annually with reference to the attendance records of governors at meetings and to the total sum paid out.

Date established by governing body

Date for full implementation

Date for review