



# GOVERNOR ALLOWANCE POLICY

Reference this policy is aligned to with LCC	n/a
Agreed with Support Staff Trade Unions	n/a
Adopted by the Governing Body	<b>Sep 2020</b>
Next Review Due	<b>Sep 2021</b>
Agreed with Teacher Trade Unions and Professional Associations	n/a

This policy statement has been developed in accordance with the Education (Governors' Allowances) Regulations 2003. These regulations give Governing Bodies the discretion to pay allowances from the school's annual budget allocation to governors for certain allowances which they incur in carrying out their duties.

Welland Park Academy's 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 Welland Park Academy will be entitled to claim the actual costs, which they incur as follows: Governors will be able to claim the following allowances providing the allowances are incurred in carrying out their duties, as a Governor or representative of Welland Park Academy, and are agreed by the Operations Committee as justified before any reimbursable costs are incurred.

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 travel to meetings/training courses that are not held at the academy. The current casual rate user rate will be applied to all claims which does not exceed the specified rates for school personnel;

Any other justifiable allowances.

The Governing Body at Welland Park Academy 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 Finance Officer), attaching receipts, and return it to the school within two weeks, when they will be submitted for approval by the Chair of Governors or Chair of Operations to be presented to the Operations Committee for final approval.

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

Any change in policy requires the approval of the Operations Committee