

Responsible body

Title of policy



Governors' Allowances Policy

Governing body

Our Vision

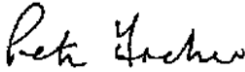


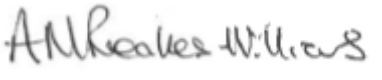
Our vision relates to every aspect of our school and the way in which the Governing Body seeks to govern, challenge, support and relate to the school staff, children, parents and wider community is no exception.

All governors uphold the vision of all that Astley School seeks to be by the way in which they diligently, truthfully, competently and collaboratively discharge their duties within school.

Ratified by the Governing Body: Wednesday 9th May 2018

Date for review: October 2020

Signed by:  Chair of governors

 Headteacher

Author

Updated

Page

Ali R-W

February 2018

1 of 2

Responsible body

Title of policy



Governors' Allowances Policy

Governing body

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 costs which they incur in carrying out their duties. Astley School'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.

All governors of Astley School are entitled to claim the actual costs, they incur as follows:

1. Governors will be able to claim allowances providing the allowances are incurred in carrying out their duties, as a Governor or representative of Astley School. It should be agreed by the Governing Body that they are justified before any reimbursable costs are incurred.
2. 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 baby-sitting 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 travel to meetings/training courses at a rate per mile which does not exceed the specified rates for school personnel;
 - 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 at Astley 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 Office Manager), attaching receipts where possible, and return it to the School within two weeks of the date when the allowances were incurred, when they will be submitted to the Chair of Governors for final approval.

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

Author

Updated

Page

Ali R-W

February 2018

2 of 2
