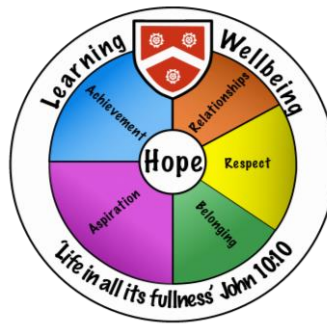




# WADHAM SCHOOL

## Governors Allowances Policy



Who is responsible?	Finance & Resources
Review Timescale	3 years
Approval Date	May 2021
Next Review	May 2024

## Introduction



This policy has been developed in accordance with the School Governance (Roles, Procedures and Allowances) (England) Regulations 2013. These give Governing Bodies the discretion to pay allowances from the school's annual budget allocation to governors for certain expenditure which they incur in carrying out their duties. Wadham School Governing Body believes that there should be a school policy detailing the circumstances in which governors may claim for specific expenses necessarily incurred. However it is at the discretion of the governors themselves whether they seek reimbursement.

All governors at Wadham School will be entitled to claim the actual costs they incur as follows:

1. Governors will be able to claim allowances providing the expenditure has been incurred in carrying out their duties as a Governor of Wadham School. This does not include payments to cover loss of earnings for attending meetings.
2. Governors will be able to claim for the following:
  - Childcare or babysitting allowance (excluding payments to a current or former spouse or partner). The cost of such a claim must be approved by governors prior to the expenditure being incurred.
  - Cost of care arrangements for a dependent relative (this should be agreed with the governors prior to incurring the cost and excludes payments to current or former spouses / partners)
  - Travelling to and from pre-arranged training events undertaken with the agreement of the Governing Body. This will be paid at the same rate per mile as that paid by the Local Authority to staff undertaking training (currently 25.9p per mile). This will be paid through the Local Authority payroll system and therefore a claim form will need to be completed and a valid VAT receipt for fuel (purchased prior to the training being attended) produced.
  - Travelling to other establishments in pursuit of governor duties. This will also be paid at 25.9p per mile and will need to be claimed as above.

The Governing Body at Wadham School acknowledges that:

- Governors will not be paid an attendance allowance
- Governors will not be reimbursed for loss of earnings
- Governors will not be reimbursed for costs relating to telephone calls
- Governors will not be reimbursed stationery costs or postage as they may use the facilities and resources available at the school in carrying out their duties.

This policy will be reviewed in September 2021.