

..... **SCHOOL GOVERNING BODY**

PAYMENT OF GOVERNORS' ALLOWANCES

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.

Rates

The Education (Governance 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 15 March 2006 it was agreed that the following expenses could be claimed from 15 March 2006:

- ♦ **Childcare or babysitting** (other than done by a resident and responsible person at the home address) at a rate of up to £5.00 per hour.

Claims for childcare or babysitting to be accompanied by a receipt (available on-line or via the school office).

- ♦ **Travel Expenses** to be paid at a rate not exceeding the maximum level of the Inland Revenue Authorised Mileage Rate. Currently this rate is:

40p per mile by car
24p per mile by motor cycle
20p per mile by bicycle.

Claims for travel expenses should be accompanied by a claim form (available on-line or via the school office).

SUBMISSION OF CLAIMS

All claims for allowances should be submitted to the Bursar *once a term, 5-10 working days* before the last day of term.

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/training/other duties and to the total sum paid out. Rates paid and items/activities attracting claims will also be subject to yearly review.

Date established by the governing body:

Date of full implementation:

Date for review:

Signed:

Chair of Governors