



NINE ACRES COMMUNITY PRIMARY SCHOOL

South View, Newport, Isle of Wight, PO30 1QP

www.nineacrespri.iow.sch.uk 01983 522984

Headteacher: Mrs E. Dyer BA Hons QTS, NPQH

Compassion

Responsibility

Justice

Courage

Integrity


Respect

Hope

Equality

Governors' Allowances Policy

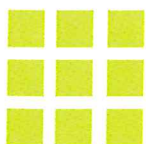
Nine Acres Primary School

Approved By:	
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'Learning to be your best'





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Introduction

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 apply to all maintained schools and came into force on 1 September 2013. The regulations make provision for allowances to be paid to governors or associate members for out-of-pocket expenses incurred in the context of carrying out their duties.

Any claim for expenses is to be met from the school's delegated budget.

Paying Allowances:

➤ Child care or babysitting

Claims for the actual cost of reimbursement to a registered child-minder or babysitter may be made while the governor is attending meetings of the governing body or its committees or other agreed activities, such as training events. Appropriate proof of payment should be submitted. This excludes situations where the individual has a spouse, partner or other responsible adult who normally lives in the family home to care for his/her child(ren).

➤ Training/Events

All fees incurred regarding courses or training events will be paid directly by the school from its delegated budget.

➤ Exceptional Circumstances

The Governing Body will also consider the inclusion of other criteria such as reimbursement for the provision of equipment and/or support for governors with special needs or where an individual's first language is not English.

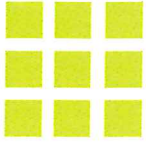
Making a claim

Governors should claim in arrears on a termly basis unless the amount to be claimed is substantial. The claim form included as part of this policy is to be used.

Claims should be authorised by the Chair or Vice-Chair and submitted to the School Business Manager for payment.

The policy and amounts payable will be reviewed on an annual basis.

This policy applies equally to all categories of governor, including associate members.



Governor Allowances Claim Form

I claim the total sum of £ in respect of expenses incurred whilst carrying out my duties as a governor / associate member of the above governing body.

I have attached the relevant receipts in support of my claim.

Signed:

Print Name:

Date:

	£
Child care / babysitting	
Care for dependent relative(s)	
Special needs support (e.g. hearing or visual impairment)	
Support for governor with English as a second language	
Other (please specify)	
Total claimed	