


Beetham CE Primary School



**Caring for Everyone, Learning Together,
Achievement for All**

This policy is based on the Christian principles, values and beliefs that underpin everything we do at Beetham Church of England Primary School.

GOVERNOR ALLOWANCES POLICY

Approved by¹	
Name:	John Lomax
Position:	Chair of Governors
Signed:	
Date:	January 2022
Review date²:	January 2023

BEETHAM CE PRIMARY SCHOOL

POLICY FOR PAYING GOVERNORS' ALLOWANCES

This policy statement has been developed in accordance with The School Governance (Roles, Procedures and Allowances) (England) (Amendment) Regulations 2013. 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.

School governors provide a voluntary service, and cannot be paid for their role as a governor. However, they can receive out of pocket expenses in exceptional circumstances.

Payments can only be paid for expenditure necessarily incurred to enable the person to perform any duty as a governor. This does not include payments to cover loss of earnings for attending meetings. Travel expenses must be at a rate not exceeding the HM Revenue and Customs (HMRC) approved mileage rates which are changed annually and are on HMRC website. Other expenses should be paid on provision of a receipt and be limited to the amount shown on the receipt.

The School 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.

1. Governors may claim allowances in respect of actual expenditure incurred whilst attending meetings of the Governing Body and its committees, undertaking governor development and otherwise acting on behalf of the governing body:
2. Governors may not claim for actual or potential loss of earnings or income.
3. Governors may not be paid attendance allowance.
4. All governors and associate members are eligible to claim allowances in accordance with this scheme.

CRITERIA FOR CLAIMS

- All claims will be judged on an individual basis and in exceptional circumstances only. This will be discussed at the relevant committee or FGB meeting when required.

FINANCIAL SYSTEMS

The school's normal systems for authorising and processing payments will apply to claims made under this scheme.

FURTHER GUIDANCE

Further guidance can be found at:

- DfES Guidance on Paying Allowances to School Governors
<http://media.education.gov.uk/assets/files/pdf/g/paying%20allowances%20to%20governors%20%20%20october%202003.pdf>
- The School Governance (Roles, Procedures and Allowances) (England) (Amendment) Regulations 2013
<http://www.legislation.gov.uk/uksi/2013/2688/contents/made>
- The DfE 'The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 – Departmental Advice for School Leaders and Governing Bodies of Maintained Schools and Management Committees of PRUs in England', January 2014
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270783/school_governance_regulations_2013_departmental_advice.pdf