



WILDGROUND FEDERATION

Governor Allowances Policy

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 federation. The federation's annual budget allocation to governors for certain expenses which they incur in carrying out their duties.

The federation's Governing Body believes that paying governor 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 federation funds. The specific items allowable reflect this objective.

All governors of Wildground Federation will be entitled to claim the actual costs that they incur as follows:

Governors will be able to claim allowances providing the costs are incurred in carrying out their duties as a Governor of the federation.

Governors will be able to claim for the following, on a case-by-case basis and with 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 of 45 pence per mile which does not exceed the specified rates for federation 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 of the Federation acknowledges that:

- Governors may not be paid an 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 an expenses claim form (obtainable from the Business Manager), attaching original receipts and return it to the federation during the same term as the expenses were incurred.

- Claims up to £25 per individual Governor, per term, may be authorised by the Chair of Governors and passed to the Executive Headteacher for payment.
- Claims of more than £25 from any individual Governor in one term must be approved by the FGB.
- The claimant must withdraw from any meeting at which their claim is being discussed.
- Claims will be subject to independent audit and may be investigated by the Chair of Governors should they appear excessive or inconsistent.