



SMITHDON HIGH SCHOOL

**POLICY DOCUMENT
ON GOVERNORS' ALLOWANCES**

**Marc Starling
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Re-adopted Oct 2011
Re-adopted December 2013
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1. Introduction

The following scheme for reimbursing governors' expenses accords with the Education (Governors' Allowances) Regulations 2003. The statutory instrument gives the governing body discretion to pay allowances, from the school's annual devolved budget, for expenses incurred in carrying out their duties.

2. Items Eligible for Reimbursement

The following expenses incurred in order to attend scheduled meetings may be claimed from the budget approved by the Governors:

- Costs of child care or baby sitting and care arrangements for an elderly and dependent relative, but not loss of earnings.
- Costs of travel to local meetings or training courses.
- Costs of travel and subsistence to attend a national meeting or training event where such costs are not recoverable from the Local Authority or other sources.

Governors wishing to make claims should seek prior approval of their committee and should complete a claim form (obtainable from the school office). Claims will be subject to audit.

This policy will be reviewed annually.