



ALSTON MOOR FEDERATION

Governors' Allowances Policy

Aim

To provide guidance with regard to Governors' allowances.

1. Legislation and guidance

- The Governance Handbook (section 4.7.1, paragraph 73) says that boards of maintained schools with a delegated budget can choose whether or not to pay allowances to board members.
- Where they choose to, it must be in accordance with a policy or scheme.
- The legislation of governors' allowances is set out in the School Governance (Rules Procedures and Allowances) (England) Regulations 2013, part 6.

2. Allowances for standard governance work

- The Governors agree that no allowances or expenses will be claimed or paid for activities that are considered to be Standard Tasks. This includes:
 - attendance at any and all meetings (Full Governing Board, Committees and others at any site within the Alston Moor Federation),
 - attendance at school events during or outside of school hours,
 - attendance at meetings or events (eg training sessions) within the CA9 postal sector.
- Governors attending meetings or events outside of the CA9 postal sector may reclaim expenditure incurred. Where the sum is less than £100.00 the agreement of the Finance Committee should be sought and obtained in advance. Where the sum exceeds £100.00 the agreement of the Full Governing Board is required.

- No expenses or allowances other than for travel will be payable and this will be limited to:
 - Rail travel – standard class fare only on production of a ticket or receipt,
 - Parking charges – on production of a receipt,
 - Vehicle mileage – paid at 25 pence per mile with route and distance validated via AA Route planner or similar. Payment will be made based on the shortest route available.

- Expenses must be claimed during the term which the expenditure is incurred and payments will be made within 30 days of the claim being agreed by the Finance Committee.

3. Monitoring Arrangements

- This policy will be reviewed every **three** years by the Governing Board.

Version Control	
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