



Nutley Church of England Primary School

Governors' Allowances Policy

This policy was endorsed by the **Board of Governors** at the meeting on 10th February 2025

Head Teacher

signed

Date:

Chair of Governors

signed

Date:

Governors' Allowances Policy

Nutley Church of England Primary School

The Governance Handbook (section 4.7.1, paragraph 63) says the boards in maintained schools with a delegated budget can choose whether or not to pay allowances to board members. Where they choose to do so, it must be in accordance with policy of scheme.

The legislation on governor's allowances is set out in the School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, part 6.

Nutley CE Primary School 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 school funds. The specific items allowable reflect this objective.

All governors of Nutley CE Primary School will be entitled to claim the actual costs which they incur as follows:

Governors will be able to claim allowances providing the allowances are incurred in carrying out their duties, as a Governor or representative of Nutley CE Primary School and are agreed by the Resources Committee that they are justified before any reimbursable costs are incurred.

Governors will be able to claim for the following, on a case-by-case basis and with the prior approval of the Resources Committee

- Childcare or babysitting 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 24 pence per mile which does not exceed the specified rates for school 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 LEA or any other source;
- Telephone charges, photocopying, stationery, postage etc;
- Any other justifiable allowances.

The Governing Body at Nutley CE Primary acknowledges that:

- Governors may not be paid 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 a claims form (obtainable from the School Office), attaching receipts where possible, and return it to the School within two weeks of the date when the allowances were incurred, when they will be submitted for approval by the Chair of Governors to be presented to the Resources Committee (which meets at least once a term) for final approval.

Claims will be subject to independent audit and may be investigated by the Chair of Governors if they appear excessive or inconsistent.

Policy / Document due for review

February/26