

**THE SIR BERNARD LOVELL SCHOOL**  
**PAYMENT OF GOVERNORS' ALLOWANCES**

**Purpose**

We believe that the governing body plays a key role in the success of the school. Individual governors should not be deterred from playing their full part because of incidental costs.

The Education (Governors Allowances) Regulations 1999 allow maintained schools to extend their schemes for paying governors' expenses from the school's delegated budget.

- Childcare or babysitting (other than done by a resident and responsible person at the home address) at a rate of £5.00 per hour
- Care arrangements for a dependent (as above) at a rate of £5.00 per hour
- Support for governors with special educational needs (e.g. audio equipment)
- Support for governors whose first language is not English (translations)
- Telephone charges, photocopying, stationery, etc (receipts needed)
- Mileage allowance for training courses (from school to training) at the rate of 40p per mile. A VAT receipt for fuel must be provided from the month being claimed, although this does not need to be for the exact amount.

Claims should be submitted to the finance clerk with receipts who will check and authorise claims for £50 or less. Claims for more than £50 will be checked by the finance clerk and authorised for payment by the Finance Officer. All claims should be submitted at least once a term.

**Arrangements for monitoring and evaluation**

The governing body will monitor and evaluate the impact of the policy annually with reference to the attendance records of governors at meetings and to the total sum paid out.

Adopted: ..... Date: .....  
Head

Adopted: ..... Date: .....  
Chair of Governors

This policy will be reviewed annually.