



## Swanmore Primary School Payment of Governors' Expenses Policy

### **Vision Statement**

Swanmore Church of England Primary School's Christian values of Honesty, Charity and Respect strive to develop children in to caring, reflective and proactive individuals; aspiring for the greatest achievement in all they do, seeking to improve themselves and the world around them.

### **Status**

Statutory.

### **Purpose**

The governing body plays a key role in the leadership and management of the school. The school values governors' contribution and the fact that they give their time voluntarily. Individual governors should not be deterred from playing their full part because of incidental costs.

### **Equality impact**

This is referenced to the school's General Duty on equality, and should help to ensure that financial constraints do not prevent eligible individuals from becoming governors.

### **Role and responsibilities of governors**

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 allow maintained schools to pay governors' expenses from the school's delegated budget. At the Finance & Buildings Committee meeting held on Tuesday, 18<sup>th</sup> January 2022 it was agreed that the following expenses could be claimed from 1<sup>st</sup> April 2022:

- childcare or babysitting (other than done by a resident and responsible person at the home address) at a rate of £10.00 per hour for a maximum of 2 hours.
- care arrangements for a dependent (as above) at a rate of £10.00 per hour for a maximum of 2 hours per meeting.
- support for governors with special educational needs (e.g. audio equipment)
- support for governors whose first language is not English (translations)
- car travel at 45p per mile
- other travel

Claims should be submitted to the School Business Manager, claims will be checked by the School Business Manager and authorised for payment by the Headteacher.

## 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. A maximum amount payable to the whole Governing Body will be capped at £500 per financial year (1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023).

Date of Policy Issue/Review:	January 2022
Reviewed and Approved by Finance & Buildings Committee:	18 <sup>th</sup> January 2022
Approved by Full Governing Body:	1 <sup>st</sup> February 2022
Review date:	January 2023