

Greenfields Community School

Governors' Allowances Policy



March 2025

Adopted by the Governing Body of Greenfields Community School

on 13th March

To be reviewed March 2026

School Governor Allowances Policy

Reference: Governance Handbook

(section 4.7.1, paragraph 73) says that 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 a policy or scheme.

School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, part 6.

The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 give Governing Bodies the discretion to pay allowances, from the school's annual budget allocation, to governors for certain allowances which they incur in carrying out their duties.

Although a Governing Body may claim for specific expenses to enable them to perform their duties and in order to enable equality of opportunity to serve as a governor.

The Governors at Greenfields Community School have considered that this not an appropriate use of school funds, they recognise the importance of using the school budget to directly enhance the life chances of children and have agreed not to claim governor expenses.

The Governing Board of Greenfields Community School acknowledges that:

- Governors will not be paid an attendance allowance.
- Governors may not be reimbursed for loss of earnings.

The form for claiming expenses (Appendix 1) will not be required at this time.

Signed by Chair of Governing Board:

Date:

APPENDIX 1

Greenfields Community School

Governor expenses claim form

Name:

Address:

Claim period:

I claim the total sum of £_____ for governor expenses as detailed below.
I have attached relevant receipts to support my claim.

Signed: _____

Date: _____

EXPENSE TYPE	£
Childcare	
Care arrangements for dependent relatives	
Support for a special need or English as a second language	
*Travel or subsistence	
Telephone charges, photocopying etc.	
Total expenses claimed	

This claim form, including receipts, should be submitted to the School Business Manager within two of the expenses being incurred.

* The table below shows HMRC's current approved mileage rates published on [the HMRC website](#).

TYPE OF VEHICLE	FIRST 10,000 MILES	ABOVE 10,000 MILES
Cars and vans	45p	25p
Motorcycles	24p	24p
Bikes	20p	20p