



Governor's Allowances Policy

For all schools in the Bosco Catholic Education Trust

This Policy has been approved and adopted by the
Bosco Catholic Education Trust.

Approved:	For review:
February 2021	February 2024

Bosco Catholic Education Trust Mission Statement

The Bosco Catholic Education Trust is a Christ-centred family of Catholic academies, within the Diocese of Arundel and Brighton, working together as one body to provide an outstanding education for all. As Catholic schools, we endeavour to develop confident, compassionate and faithful young people. Through partnership, collaboration and mutual support, we seek to enable all those entrusted to our care to become the person God called them to be.

“Serve the Lord joyfully”

GOVERNORS ALLOWANCES POLICY

The Education Act 1976 (Amendment) Order 1994 states that:

- It will be open to Governing Bodies to pay themselves travel and subsistence allowances as they see fit for the purposes of the school.
- Governing bodies may not pay themselves any other type of allowance.
- Governing bodies to include in the financial statement of the annual report the amount of travel and subsistence allowances paid to Governors. Mileage to be paid at the rate prevalent at the time.

The Trustees have agreed the following policy:

Travel

Governors may apply for travelling and subsistence allowances to reimburse their costs for attending meetings, training courses or other school events which they are attending in their official Governor role.

Rates shall be the same as those received by teachers attending training courses or evening meetings, as recommended by the LA and advised to the school annually.

Subsistence

Governors may apply for reimbursement in respect of meals required during the course of their duties as Governor, to include training, official meetings and travel to same.

Rates shall be the same as those received by teachers attending training courses or evening meetings, as recommended by the LA and advised to the school annually.

Governors may also apply for the reimbursement of care and other costs which have been necessarily and exclusively incurred for the purposes of the school in course of their official duties at a reasonable rate and are permitted by the provisions of 1994 Order to be agreed at the time by the Chair of Governors after consultation with the chair of the Trustees, when that is appropriate.

How to Claim

Application should be made via the Clerk of Governors on the official claim form, with receipts attached as applicable.

The total amount claimed in any one financial year shall be available for parents' information.

Details of all individual claims shall remain confidential to the Clerk to the Governors, Chair of Governors, Headteacher, Business Manager and Finance Assistant.