An aspirational school that encourages every child regardless of their background to 'soar on wings like eagles' in their learning and personal development (Isaiah 40:31)

Governor Allowances Policy

Approved By:	Resources Committee
Issued:	Autumn 2026
To Be Reviewed:	Autumn 2027

Aims

The governing board will pay reasonable allowances from the school's delegated budget to cover any training costs that board members incur through carrying out their duties. This policy sets out the terms on which such allowances will be paid.

By adopting this policy, we will ensure that no member of the community is prevented from becoming a governor on the grounds of cost.

Legislation and guidance

The Governance Guide for maintained schools 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 created by the school and approved by the governing board. This is set out in the governance guide for maintained schools.

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

Overview

Members of the governing board may claim allowances to cover training expenditure necessary to enable them to perform their duties. This does not include an attendance allowance, or payment to cover loss of earnings.

Members of the governing board may claim training allowances by completing a claim form (see appendix 1) and submitting it to the Chair of Governors.

Allowances will only be paid on the provision of a receipt or proof of training and will be limited to the amount shown on the receipt or confirmation.

In exceptional circumstances, members of the governing board may claim for extra costs incurred because they have a special need or English as a second language. This will be decided on a case-by-case basis by the Chair of Governors.

Claims will be paid in arrears. Reimbursable costs should be agreed in principle by the governing board before they are incurred.

The chair of governors (or the vice-chair, where appropriate) may investigate claims that appear excessive or inconsistent. All claims will be subject to an independent audit.

Monitoring arrangements

This policy will be reviewed annually by the Resources Committee.

Appendix 1: Governor 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	
	£
Training	£
Support for a special need or English as a second language	£
Other (please specify)	£
Total expenses claimed	**£**

This form should be submitted to the Chair of Governors along with any relevant receipts.

The form should be submitted within 5 working days of the expenses being incurred.

Governor Allowances Policy Document Control

9 November 2026	Approved	Resources – annual review
24 November 2025	Approved	FGB – amended to state that only training and cost incurred due to a special need are allowed.
9th December 2024	Approved	Resources Committee
9th December 2024	Created	Arnold Worton-Geer