



St Thomas Primary School

Governor Expenses Policy Statement

Date adopted	9 th December 2009	Version	1.0
Last Reviewed	29 th November 2011	Review Cycle	Annual
Revision Ref			
Author/Owner	Finance Committee		

General principle

The governors of St Thomas Primary School understand that any expenses they might claim would draw upon school funds that would otherwise be spent for the benefit of the children. As volunteers governors give their time freely and it is consistent with this ethos that they have decided not to routinely claim out of pocket expenses.

Exceptional circumstances

Whilst the governors might have a policy NOT to claim any expenses at all they recognise that travel or childcare costs may deter individual governors from attending a conference, seminar or meeting on behalf of the school. In these circumstances the Governing Body will allow governors to claim their expenses providing that the total claim has been agreed in advance with both the Chair of Governors (or Chair of the Finance Committee) and the Headteacher.

Document History

1.0	Adopted by Full Governing Body (9 th December 2009)
0.1	Drafted by Clerk to Governors (November 2009)