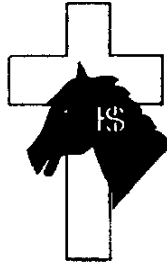


HORSINGTON CHURCH SCHOOL



GOVERNOR'S ALLOWANCES A POLICY STATEMENT

Now that we have encouraged you to get involved we want you to stay involved and to take part in the training opportunities available to you as a member of our Governing Body. We aim to ensure that you will not be out of pocket as a result of attending meetings and training events.

Claim forms are available from your Clerk to Governors. Claims will normally be paid by cash within a fortnight.

Expenses paid to you are not earnings. They are paid only to prevent you being out of pocket, so they should not affect your entitlement to benefit or your tax position but if in doubt, check.

TYPES OF CLAIMS

With effect from 1 April 2006 any mileage claim submitted must have VAT receipts attached to them that are sufficient in value to cover the journeys being claimed.

Signed receipts for childcare would be required.

CAR MILEAGE RATES

If you are using your own car (all cc engines) you can claim mileage which will be paid at the current rate, set by the MAT.

CHILD CARE ALLOWANCES

If you need a carer (e.g. babysitter, carer for elderly or sick person etc) payments are made at current minimum hourly rates.

Adopted: May 2007

Reviewed: January 2010

Reviewed: September 2012

Reviewed: July 2013

Reviewed: March 2015