

WATFORD GRAMMAR SCHOOL FOR BOYS



GOVERNOR REMUNERATION & EXPENSES POLICY

Headmaster's signature

24/2/2021

Chair of Governors' signature

24/02/2021

Extracted from the WBSG Financial Procedures Manual

7.7 Governor Remuneration & Expenses

- 7.7.1 Governors provide a voluntary service, and cannot be paid for their role as a governor. They can, however, receive out of pocket expenses. This may include reasonable expenses to cover travel costs incurred as a result of fulfilling their role as a Governor.
- 7.7.2 Payments can only be paid for expenditure necessarily incurred to enable the person to perform any duty as a Governor. This does not include payments to cover loss of earnings for attending meetings.
- 7.7.3 Travel expenses must be at a rate not exceeding the staff travel rate as outlined in section 4.6.2. and should be claimed following the same procedures as staff travel claims.
- 7.7.4 Other expenses should be paid on provision of a receipt and be limited to the amount shown on the receipt.