



NINESTILES SCHOOL AN ACADEMY

Ninestiles Academy Trust Mission Statement

Ninestiles Academy Trust will be nationally and internationally acknowledged as a high achieving, innovative and exciting group of schools which recognise and respect the richness and diversity of their communities. The trust will be structured and resourced to meet the needs of 21st century students and pupils. Within a caring environment, we will develop and reinforce the values, skills and attributes which promote good citizenship and lifelong learning. Parents, directors and academy councillors, and the wider community will work in partnership with our committed, appropriately skilled workforce and our students and pupils, to ensure that high quality learning takes place.

Outcomes will be outstanding.

Policy title	Trust Expenses Policy
Rationale	<p>The Ninestiles Academy Trust recognises the vital role that the Board of Directors and Academy Councils play and is committed to ensuring that no individual should be prevented by financial considerations from working as a directors/councillor or be penalised financially as a result of their role. The payment of allowances in line with the Education [Governors' Allowances] Regulations 2003 and in line with the school's equal opportunities policy is intended to ensure that these aims are met.</p>
Policy statement	<p>Aims and objectives</p> <p>To allow councillors [or non-councillors who are co-opted onto the academy council] to claim an allowance in respect of expenditure necessarily incurred for the purposes of enabling them to perform their duty but not for attendance or for any loss of earnings</p> <ol style="list-style-type: none"> 1. To meet the school's commitment to equal opportunities by allowing equality of participation for all councillors regardless of financial circumstances 2. To establish financially sound procedures of the payment and auditing of such allowances <p>Procedures</p> <ul style="list-style-type: none"> • Any director/councillor is entitled to claim allowances and should not be treated differently to those who choose to forgo such a claim

	<ul style="list-style-type: none"> • Directors/councillors should be made aware of their entitlement on taking up their role and this information should be included in any information that is sent out when directors/councillors are being recruited <p>Councillors are entitled to claim for the following allowances and expenses:</p> <ol style="list-style-type: none"> 1. Child care or babysitting where there is no spouse, partner or other responsible adult available 2. Care arrangements for an elderly or dependent relative 3. The translation of documents or provision of an interpreter for a director/councillor whose first language is not English 4. The provision of facilities or equipment, including travelling and subsistence for a person providing support, for directors/councillors with a special need 5. Telephone, postage, stationery and photocopying costs where the governor is unable to use the school's facilities 6. Travel at the standard school rate up to a maximum of 40 miles may be claimed where the distance between the directors/councillor's home and the school exceeds 3 miles. Costs of public transport and/or taxi fares (where appropriate) will be reimbursed. <p>Mileage claims will be paid at the current rate operating within school and public transport/taxi fares for the actual cost incurred and on the production of a receipt. To reduce administration, councillors should claim termly in arrears prior to the end of the financial year in question.</p> <p>All claims must be submitted to the Trust Administrator and authorised by either the Chair of the Finance and General Purposes Strategic group or by the Chair of the Board of Directors.</p>
Monitoring and review	Ninestiles Board of Directors
Links	
Staff responsible	
Committee responsible	Ninestiles Board of Directors
Review date*	December 2017

**Please note that should any further national guidance be issued by external agencies that are relevant to this policy, it will be updated accordingly prior to the review date shown above and referred to the next academy council meeting*