

THE RICHARD HEATHCOTE C. P. SCHOOL

The Drive, Alsagers Bank, Stoke on Trent ST7 8BB

Telephone: 01782 720406

Website: www.heathcote.staffs.sch.uk

Email: office@heathcote.staffs.sch.uk

Headteacher Mrs L. Chell



GOVERNORS' EXPENSES

Governors do not claim expenses at The Richard Heathcote C.P. School. However, should an exceptional circumstance arise, the following procedure will apply:

The payment of any allowance or reimbursement of costs incurred by any other Governor requires the approval of the Chair of the Governing Body before payment.

The payment of any allowance or reimbursement of costs incurred by the Chair of the Governing Body requires the approval of the Finance Governors before payment.

Above £100 the approval must come from the Full Governing Body.

Payments of allowances or costs to any Governor shall be reported to the Governing Body on an annual basis.

27th March 2019

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