

**Anglian Learning  
Policy Information and Action Sheet**



**Title of Policy:** Gifts and Hospitality

**New Policy or Reviewed and Updated Policy:** New Policy

**Author:** Director of Finance

**Date of Policy creation or update:** 01 April 2020

<p><b>Purpose and context of the policy</b></p>	<p>To maintain high standards of propriety and professionalism and to ensure compliance with the Academies Financial Handbook 2019.</p>
<p><b>Describe why a new policy has been created or provide the detail for any significant changes that have been made to the policy.</b></p> <p><b>Include any safeguarding / legislation or statutory requirements.</b></p>	<p>To provide Guidance to staff, trustees, Members and Governors on what to do if offered gifts or hospitality.</p>
<p><b>Action required as agreed by each school</b></p>	<p>Ensure staff and governors are made aware of the policy.</p>
<p><b>Action required as agreed by each Local Governing Body</b></p>	<p>For information</p>