Gift and hospitality register

It is usual for school staff to receive gifts and hospitality from parents, contractors, volunteers and other stakeholders as a gesture of gratitude at times such as Christmas or the end of term. These gifts should not be excessive or high value. Gifts and hospitality that are high in value or excessive may be interpreted as bribery; if this is the case, the school would reject the offering. Bribery and corruption are punishable by up to 10 years' imprisonment; schools could face an unlimited fine and serious damage to their reputation if found guilty. This register has been created to ensure that Trent CE Primary school is committed to the highest ethical standards with regard to business activities.

Name of gift/hospitality	Description	Date gift/hospitality received	Date of hospitality (if applicable)	Who offered the gift/hospitality?	Recipient	Value of gift/hospitality	Was the gift/hospitality accepted? Why?
Gift voucher	Gift voucher for department store	01.02.2019	NA	Parent	Mr Jones	£100	Rejected in line with the Gifts, Hospitality and Anti-bribery Policy.

Last updated: 21 February 2019