

## **The Governing Body of the Holy Trinity Church of England Secondary School**

The Holy Trinity Church of England Secondary School Governing Body consists of 18 Governors.

The Governing Body holds 7 Full Governing Body meetings throughout the year. There is also a Finance and Resources Committee and an Outcomes Committee, both of which meet at least 3 times a year. An Admissions Committee and Pay Committee are held on an annual basis.

The statutory purpose of the Governing Body is to promote high standards of educational achievement at the school. The day-to-day management of the school is the responsibility of the Headteacher and staff, whereas the governors are responsible for the general direction of the school and providing the strategic overview. The core functions of our governing body, as set out in the School Governance (Roles, Procedures and Allowances) [England] Regulations 2013 are:

- Ensuring that the vision, ethos and strategic direction of the school are clearly defined;
- Ensuring that the head teacher performs his or her responsibilities for the educational performance of the school; and
- Ensuring the sound, proper and effective use of the school's financial resources.

### **What does a Governing Body Do?**

The Governing Body acts to support and challenge the school and ensures accountability, whilst considering the interests of children, parents and staff. It makes decisions about curriculum, finance, staffing and premises matters, to help raise standards and to make sure that the school provides a good quality education for all our pupils.

Our school **Mission Statement** is: Deeply Christian, Open to all

Our school **Vision Statement** is: A centre of excellence for learning, inspired by Christian values, where every person in our school community fulfils their potential.

Governors may be allocated specific governor roles. It is a statutory requirement to have a senior board level lead with responsibility for the school's safeguarding arrangements, special educational needs and disability and an individual who takes an interest in careers education and guidance. In addition to these roles, the governing body has also allocated link governors which align with the Whole School Improvement Plan.

### **Becoming a Governor**

Governors do not need to be education experts. Most effective governors listen, think and ask questions. The average governor role will take approximately eight hours a month, however this can vary. For example, governors are invited to attend open days/evenings, celebration events, OFSTED inspections. Depending on your role you may have a regular meeting with certain members of staff, this is in addition to attending the governing body

meetings. Governors are also encouraged to attend training sessions. If you would like more information about becoming a governor please contact Mrs Catherine Frewing, Clerk to Governors at [clerktogovernors@holytrinitycrawley.org.uk](mailto:clerktogovernors@holytrinitycrawley.org.uk)

## **The Holy Trinity CofE Secondary School Governing Body 2025/26**

The governing body comprises the following positions:

### **Foundation Governors (term of office – 4 years)**

Foundation governors are appointed by the Diocese to represent the interests of the Diocese and to preserve and develop the Christian ethos of the school.

### **Parent Governors (term of office – 3 years)**

Parent governors are elected by the parents of the school for a period of 3 years. Parent governors are representative parents rather than representatives of the parents.

### **Co-opted Governors (term of office – 4 years)**

Co-opted governors are appointed by the governing body and, have, in the opinion of the governing body the skills required to contribute to the effective governance of and success of the school.

### **Staff Governors (term of office – 4 years)**

Staff governors are elected by school staff and can be a member of either teaching or support staff. The Headteacher is automatically a governor.

### **Local Authority Governor (term of office – 4 years)**

The LA governor is nominated by the LA or the Chair of Governors under a scheme agreed by the County Council. They are considered for appointment by the full governing body.

## **Instrument of Governance**

The Instrument of Governance (IOG) sets out the size and membership composition of the governing body. At Holy Trinity the governing body consists of:

- 10 Foundation Governors
- 2 Staff Governors (1 of which is the Headteacher)
- 3 Parent Governors
- 2 Co-opted Governors
- 1 LA Governor

We currently have vacancies for the following:

- 4 Foundation Governors
- 1 LA Governor
- 1 Co-opted Governor
- 1 Parent Governor

## Governing Body 2025 - 2026

### Foundation Governors

Nigel Stalley (Chair)  
Helen Thomas (Vice-Chair)  
Caroline Ngabirano  
Richard Quirk  
Peter Edo Okaeben

4 x vacancies

### LA Governor

1 x vacancy

### Co-opted Governor

1 x vacancy  
1 x vacancy

### Staff Governors

Chrissie Millwood (Headteacher)  
Sarah O'Neill

### Parent Governors

Angela Frazer  
Simbarashe Chamunorwa  
1 x vacancy

Committees				
<b>Outcomes</b> Helen Thomas (Chair) Nigel Stalley Richard Quirk Peter Edo Okaeben Chrissie Millwood Angela Frazer Simbarashe Chamunorwa Sarah O'Neill	<b>Finance</b> Nigel Stalley (Chair) Helen Thomas Richard Quirk Chrissie Millwood Simbarashe Chamunorwa	<b>Admissions</b> Caroline Ngabirano Chrissie Millwood Nigel Stalley Angela Frazer	<b>Pay</b> Nigel Stalley Helen Thomas Chrissie Millwood Angela Frazer	<b>Headteacher Appraisal</b> Richard Quirk Caroline Ngabirano Nigel Stalley

## **Holy Trinity CofE Secondary School Governing Body – September 2025 - 2026**

### **Nigel Stalley (Chair of Governors)**

Nigel has been a governor at Holy Trinity School for seven years. He was appointed by the Diocesan Board of Education and has recently become Chair of the Governing body as well as Chair of the Finance Committee. Nigel attends St. Mary's Church in Horsham and has spent over thirty years teaching in a Secondary Ecumenical Church School, where he was also a staff governor. Nigel is very keen to see the school continue to develop to be a centre of excellence for learning and hopes that, before long, we can start our new school building project.

### **Helen Thomas (Vice Chair)**

Helen started her working life in IT, as a programmer/technician implementing budget and accounting systems for an international charity. More recently, she has worked for a small international NGO on the financial side of grants management. Helen belongs to a local church, where she currently helps run a baby and parent group (Wriggle&Roll) in between various family commitments. Helen has a daughter in Year 8. Helen is Chair of the Outcomes Committee and is a member the Finance Committee.

### **Caroline Ngabirano**

Caroline is a Human Resources professional and a chartered member of the Chartered Institute of Personnel and Development (CIPD). She holds an MBA (HR major) from the University of Sunderland and currently works as a Human Resource Manager. Caroline joined the governing body in December 2021.

### **Rev Chrissie Millwood (Headteacher)**

Chrissie has enjoyed a varied career, entering business from school, selling print and then running her own IT consultancy, following which she trained for the Methodist ministry and moved to the Isle of Wight, where she was responsible for four churches in the Sandown Bay area. After 5 years of full-time ministry, Chrissie moved into education training as an RS teacher and over the next 10 years was Head of Social and Religious Studies, Assistant Headteacher, Head of Sixth Form and finally Deputy Headteacher. In 2011 Chrissie moved to Ashford in Kent to join The John Wallis Church of England Academy as Vice Principal (Pastoral) and in December 2015 was thrilled to be appointed Headteacher of Holy Trinity school. Chrissie considers herself to be enormously privileged to have the amazing role of leading Holy Trinity. In her spare time Chrissie loves to spend time with family, travelling and football.

### **Dr Richard Quirk**

Richard has been a school governor for over 20 years in a range of schools in London and Sussex. He loves being part of a team who are committed to providing fantastic education and support for our students. Richard works in the NHS and has two children at Holy Trinity. Richard is a member of both the Finance and Outcomes Committees.

### **Peter Edo–Okaeben**

Peter is a secondary school maths teacher. He has taught in the UK for about eight years. Peter is very passionate for ALL students to make the necessary attainment that will set them up for a better future. Peter currently has two children at the school.

**Sarah O'Neill**

Sarah has been Drama and Performing Arts teacher for 27 years and is currently the Subject Leader for Drama and Performing Arts at Holy Trinity. She started her career in Kent after teacher training and moved quickly from Drama Teacher to Head of Department at two different schools before starting work at Holy Trinity in 2015. She was deeply involved in the establishment of HTS Performing Arts Academy in 2019 and now runs the Performing Arts courses provided at HTS Sixth Form. Sarah believes wholeheartedly in the performing arts' place in education as an opportunity to provide academic excellence and personal growth for all students. She is married with two children and enjoys theatre visits in her spare time.

**Simbarashe Chamunorwa**

Simbarashe is an Adult Health Care Professional. He has worked in the Health Care Sector for more than 14 years as Registered Manager and Deputy Manager, respectively. Simbarashe is an ordained Reverend, he currently leads a local church in Crawley. He currently has two children at the school. In his spare time Simbarashe loves to spend time with family, travelling and is a gym enthusiast.

**Angela Frazer**

Angela has worked for over a decade with children and young people, including at Holy Trinity. She passionately believes in making the school great for students and teachers alike. She has a child at the school as well as one who went through the school and has not long finished university.