

NOTICE 66 OF 2012

DEPARTMENT OF EDUCATION

SOUTH AFRICAN SCHOOLS ACT, 1996 (ACT NO. 84 OF 1996)

REGULATIONS RELATING TO GORVERNING BODIES OF PUBLIC SCHOOLS

I, **Namane Dickson Masemola**, Member of the Executive Council for Education, hereby give notice in terms of **Section 28 of the South African Schools Act No 84, 1996 (Act No. 84 of 1996)** that I have determined Regulations for Establishment of Governing Bodies in ordinary Public Schools in the Limpopo Province.

(Signed)

Namane Dickson Masemola
Member of the Executive Council

SCHEDULE

Definitions

1. Unless the context indicates otherwise, the definitions set out in **section 1** of the **South African School Act, Act No. 84 of 1996 as amended**, shall apply throughout this schedule.

Act means **South African Schools Act No. 84 of 1996, as amended** **District Electoral Officers** refers to an **official** in the **District** who is **formally appointed** to co-ordinate the elections of School Governing Body (SGB)

Educator means **any person**, excluding a person who is appointed to exclusively perform **extracurricular duties**, who teaches, educates or trains other persons or who provides professional educational services, including professional therapy and education psychological services, at a school;

Electoral Assistant refers to an educator who is formally appointed by **School Electoral Officer** to assist him / her in conducting Election at school

Nomination means an official suggestion of someone as a candidate in an election;

Ordinary Public School refers to a Public School other than a **Public School for learners with Special Educational Needs**

Quorum refers to **fixed minimum number** of members of an organisation, who must be present at a meeting for its business to be valid.

Parent means the parent or guardian of a learner; the person legally entitled to custody of a learner; or person who undertakes to fulfil the obligations of a person referred to in the above mentioned definitions towards the learner's education at school.

Representative Council of Learners refers to a body or a structure of learners established at every public school enrolling learners in eighth grade or higher;

School means a public school or an independent school which enrolls learners in one or more grades from grade R (Reception) to grade twelve;

School Community refers to Educators, Support staff, Learners and Parents at the same school;

School Electoral Officer refers to an educator who is formally appointed to run the elections of School Governing Body

School Staff refers to all employees (Educators and Support Staff) appointed at the school

Serious Misconduct refers to offences that may lead to suspension or expulsion.

Election meeting: refers to a meeting called for the purpose of nomination and casting votes for people to become members of the SGB.

Full day election: a day is set to allow individual parent to **cast** vote at their free time without necessary attending the meeting. This process is preceded by the nomination meeting where all eligible parents attend and nominate their preferred candidate **Simple Majority** means **fifty percent (50%) plus one (1)**;

Spoilt Ballot Paper means a ballot paper **without an official mark or stamp**; or on which **more votes** are **recorded / crossed** than the number of candidates to be elected; or completed in such a way that it is **uncertain** as to which candidate(s) a vote was **recorded / crossed**;

Committee refers to a structure that will assist SGBs and RCLs to achieve their objectives **Support Staff** refers to any public school staff member appointed according to Public Service Act or, **who is not an educator at the school**, including those employed by the School Governing Body.

Teacher Liaison Officer refers to an **educator** nominated by school staff to serve as mediator between the staff and the learners

School Electoral Officer:-is an **appointed** principal from the **twin** school who will serve to conduct the SGB election of parent component or an **educator** who is trained by the IEC.

Acronyms

EEA	Employment of Educators Act 76 of 1998 as Amended
DEO	District Electoral Officer
MEC	Member of the Executive Council
RCL	Representative Council of Learners
SASA	South African Schools Act 84 of 1996 as Amended
SEA	School Electoral Assistant
SEO	School Electoral Officer
SGB	School Governing Body
TLO	Teacher Liaison Officer

CHAPTER 2

ELECTION OF MEMBERS OF SCHOOL GOVERNING BODY

Electoral officer

- 13. (1) (a)** The **District Senior Manager** must appoint a **District Electoral Officer** who shall be in charge of electoral procedures within the district.
- (b)** The **District Senior Manager** must appoint a **Principal** of the same school as an **Electoral Officer** for the election of **educator component** within his/her school.
- (c)** The **District Senior Manager** shall appoint a principal of a twin school a trained educator to act as a **School Electoral Officer** for all electoral procedures other than his/her component at a particular school.
- (2)** The **School Electoral Officer** contemplated in **Regulation 13(1) (c)** above If is **not** the **twin principal** should be the same officer who conducted RCL elections. The term of office for the **School Electoral Officer** shall **be three** years. **(2)** The **School Electoral Officer** contemplated in Regulation 13(1) may appoint person(s) to assist him/her in the election process as **School Electoral Assistant (s)**.
- (4)** The **School Electoral Officer** shall **preside** over **all matters** relating to the **nominations and elections** of candidates and his/ her **decision** shall be final.
- (5)** The **School Electoral Officer** shall exercise all other powers conferred upon him or her by the regulations or any other law.

Eligibility of parent members

- 14.A** Every parent of a learner at a school shall be entitled to -
- (a)** stand for election as a parent member of the School Governing Body of the school;
- (b)** vote in an election of parent members of the School Governing Body and shall have **one (1) vote** in respect of **each candidate** in the election with **maximum number** of votes **equal** to the **number** of parent members to be elected.

Ineligibility

- 14.B** A person shall be ineligible to be a member of a governing body if he/ she:
- (i)** Has been **convicted** of an offence and **sentenced** to imprisonment without an **option** of a **fine** for a period exceeding six months or has not **yet served** his/her **full period** of imprisonment; or
- (ii)** No longer falls within the category of members which he/she represent at the time of elections

NOMINATION AND ELECTIONS OF PARENT MEMBER

- 15. (1)** **Nominations and elections** of School Governing Bodies in public schools in Limpopo Province must be conducted on the **same day in an election meeting** or be conducted on **two** different days as it applies to a **full day election**. The School Electoral Officer shall determine a **date, time and place** for a **full day or election meeting** of parents of learners-
- (a)** at the school at which parents of learners may be nominated for election and elected to the school governing body.
- (b)** which shall be held a **month prior** the expiry date of the term of office of parent members of the governing body; and
- (c)** shall **notify** the principal of the school thereof.
- (2)** The principal shall **notify** the parents of the **date, time, and place** of the **full day or election meeting** referred to in regulation **15(1)** at least **14 days** in advance if invitation is handed to learners or **21 days** prior to the aforementioned meeting if sent to parents through post. A **quorum of 15%** of parents on voters roll is required during nominations and elections

meeting.

- (3) The principal shall make available to the **School Electoral Officer** the **Voters Roll** for the parents (schedule G) for the purposes of exercising control at the meeting.
- (3) (a) At the **election meeting** or **full day** referred to in regulation 15 (1), a parent contemplated in **Regulation 14 A** who intends standing for election of the governing body must be nominated and seconded by parents who are themselves eligible to stand for election.
- (b) One parent shall nominate such a parent as a candidate and another parent shall second such a nomination.
- (5) The election officer shall record the names of persons nominated for election and the names of the **Proposer(s) and Secunder(s)** of those persons as per **LP/SGB/PNO/02/06**.
- (6) If the total number of nominations made at the meeting is:-
 - (a) less than the required number of parent members of a school governing body, the **School Electoral Officer** shall **dissolve** the meeting and **convene** a new meeting within **fourteen (14) days**, at which nominations will be called for;
 - (b) **equal** to the required number of parent members, the election officer Shall declare the **nominated** candidates **duly elected**; or
 - (c) **more than** the required number of parents members, the election officer shall **hold elections** in accordance with **Regulation 16**.
- (7) The **School Electoral Officer** must **ensure** that the Governing Body Elections must be **in line** with learner **populations (demographics)** and should adhere to **democratic principles** such as **inclusivity** and **representativity**.

ELECTION OF PARENT MEMBERS

16. (1) The election of parent members of a governing body shall be by **secret ballot**.
- (2) The **School Electoral Officer** shall issue **one officially marked** ballot paper, as per **LP/SGB/BF/06/06** to each parent entitled to vote.
- (3)The **School Electoral Officer** shall **reject any spoilt ballot form** before counting the votes recorded for each candidate.
- (4) Candidates **must** be present while the **School Electoral Officer** is rejecting spoilt ballot forms and counting the votes.
- (5) A parent for whom the **greatest number** of votes have been recorded shall be declared by the **School Electoral Officer** to be elected member of the governing body.
- (6) If the number of votes in favour of **two or more** candidates is **equal** and it **affects** the **results** of the election, the **School Electoral Officer** shall **draw lots** to determine the results.

ELIGIBILITY OF EDUCATOR MEMBERS OF GOVERNING BODY

17. Every educator at a school shall be entitled to-
 - (a) Stand for election as an educator member of the governing body of the school
 - (c) Vote in an election for educator members of a governing body and shall have **one vote** in respect of **each candidate** in the election with a maximum number of votes equal to the number of educator members to be elected.

NOMINATION AND ELECTION OF EDUCATOR MEMBERS

18. (1) The provisions of **Regulations 15 and 16** shall apply to the **nomination and election** of an educator member of the school governing body.
- (2) An educator attached to a particular school **may not stand** for election to its SGB as part of the **parent component** even if his/her child is a learner attending at that school; provided that he/she may so **qualify** as part in the educator component.

ELIGIBILITY OF LEARNER MEMBERS

19. (1) Every learner attending the **eighth grade or higher** shall be entitled to stand for and vote in the election of the Representative Council of Learners.
- (2) The RCL shall elect from its members someone to represent it on the School Governing Body in terms of Schedule A.
- (3) A learner may only serve on the RCL of the school which he/she attends
- (4) A learner who has been suspended from school for misconduct may not stand or vote for a learner member of the RCL.

- (3) An RCL member who has been **expelled** from his school loses his membership of the RCL, pending the **outcome** of the **appeal** which she/he may have noted.

NOMINATION AND ELECTION OF LEARNER MEMBERS

20. (1) The Representative Council of Learners must elect its Executive Committee in terms of the Guidelines for Establishment of Representative Council of Learners.
- (2) The **President, the Secretary and Treasurer** of the RCL shall automatically form part of Learner Representative on the governing body depending on the number of learner representation.

ELIGIBILITY OF SUPPORT STAFF MEMBER OF A SCHOOL GOVERNING BODY

21. Every **Support Staff** at a school shall be entitled to -
- (a) stand for election as a **Support Staff** member of the School Governing Body and have one vote in respect of each candidate in the election with maximum number of votes equal to the number of **Support Staff** members to be elected;
- (b) **vote** in an election for **Support Staff** members of a School Governing Body.

NOMINATION AND ELECTION OF SUPPORT STAFF MEMBERS

22. The provisions of regulations 15 and 16 shall apply to the nomination and election of **Support Staff** members of a school governing body.

PROCEDURE AFTER ELECTION OF MEMBERS OF A SCHOOL GOVERNING BODY

23. (1) After the election of members of a school governing body, the election officer shall-
- (a) Keep all **documents**, including **ballot papers**, used in the election in **safe custody** for a period of at **least three months** from the date of the election;
- (b) **Notify** each elected member of the School Governing Body in writing of his or her election within a period of **two weeks**;
- (c) **Notify** the **principal and the Head of Department** in **writing** of the school election **results** in terms of the pro-forma number **LP/SGB/RCB/07/06** and **LP/SGB/OB/10/06**

Handling of Disputes of Election

- (d) (i) Any person who is eligible to vote in a governing body election may lodge an appeal if he/she believes that the prescribed procedures were not followed
- (ii) All **appeals** must be **lodged** with the **Head of Department** within **seven** days of the election.
- (iii) The Head of Department may, after investigation, declare elections **invalid** and call for **re-election** if he/she is satisfied that the prescribed procedures were not followed.

CO-OPTION OF MEMBERS OF SCHOOL GOVERNING BODY

24. (1) A School Governing Body, at the meeting referred to in **Regulation 26** and where applicable to the school -
- (a) shall, by a **two-third (2/3) majority co-opt** person referred to in **section 23 (1) (c) and 23 (10)** of the **South African Schools Act No. 84 of 1996**, as amended, as members of School Governing Body;
- (b) the **Secretary** of the School Governing Body shall **notify** persons **co-opted** in writing;
- (c) The principal of the school shall **notify** the **Head of Department** in writing of the names of the **co-opted members** of School Governing Body
- (2) **Co-opted** members shall be treated in terms of **Regulation 1 (1) (f) and (g)**, and **Regulation 1(2) (c)**.

PUBLIC SCHOOLS WITH LESS THAN FIFTY (50) LEARNERS

25. (a) The Head of Department may appoint **three or more** members of community served by the school to constitute a school governing body of schools with less than fifty learners or two educators.
- (c) Schools mentioned in regulation 25 (a), may also conduct elections in terms of these regulations, if the Head of the Department is satisfied that the conditions in a school are such that elections could be conducted in terms of these regulations.
- (d) The appointed school governing body members contemplated in 25 (a) shall execute all functions stipulated in Act No. 84, of 1996, as amended, and the Provincial Regulations of the

CHAPTER 3

OFFICE-BEARERS, MEETINGS AND PROCEDURES OF SCHOOL GOVERNING BODIES

Election of office-bearers

- 26.** (1) The **School Electoral officer** shall convene the first meeting of the School Governing Body within **seven days** after completion of the election of the members of the School Governing Body.
- (2) At this meeting the members shall elect the following **Office Bearers** who shall form the **Executive Committee** of the School Governing Body:
- (a) **A Chairperson;**
 - (b) **A Deputy Chairperson;**
 - (c) **A Secretary;**
 - (d) **A Deputy Secretary.**
 - (e) **A Treasurer**
- (3) SGB may establish any other **Committees** as may be deemed necessary e.g. Finance.

Casual vacancy

- 28.** (1) A casual vacancy on a governing body shall occur when a member:-
- (i) **resigns** in writing;
 - (ii) dies;
 - (iii) is **removed** from the office by the Head of Department, because of a serious misconduct levelled against him or her after a **fair hearing**, provided that such a member may appeal to a Member of the Executive Council.
 - (iv) Is **absent** from **three (3) consecutive** meetings **without** apology from the School Governing Body (SGB), and
 - (v) If a person elected as a member of a School Governing Body as contemplated in Regulation 1 (1) **ceases** to fall within the category referred to in that Regulation in respect of which he or she was elected as a member, he or she ceases to be a member of the School Governing Body;
 - (vi) Becomes **ineligible** in terms of these Regulations.
- (2) **Whenever a casual vacancy occurs:**
- (a) and if the number of parents at any stage is less than the combined total of other members with voting rights, the school governing body must temporarily **co-opt parent member** (s) with **voting rights**. If a parent with voting rights is co-opted, the co-option **ceases** when the vacancy has been **filled** through a **by-election** which must be held according to a procedure determined in terms of Regulation 16 within **ninety (90) days** after the vacancy has been in existence;
 - (b) a school Governing Body may apply to the Head of Department for an extension of the **period of co-option** contemplated in Regulation **28 (2) fourteen (14) days** before the lapse of the **90 days**;
 - (c) The Head of Department may extend the period referred to in regulation 28 (2) ©, by further a period not exceeding three months.
- (3) A member elected or co-opted in terms of this regulation shall hold office for the **unexpired term** of his or her predecessor unless he /she is earlier removed in terms of regulation 28.

10 DISSOLUTION AND RECONSTITUTION OF SCHOOL GOVERNING BODY

- 30.** (1) if at least **sixty per cent (60%)** of parents of learners at the school, at a meeting of parents convened for this purpose, vote for a **motion of no confidence** in the school governing body, the chairperson of the School Governing Body shall within **seven (7) days**, call a meeting of the SGB to dissolve it formally.
- (2) If a School Governing Body is dissolved under regulation 30 (1) it shall be reconstituted within **one (1) month** in accordance with these regulations.
- (3) The powers and functions of a School Governing Body shall be exercised and performed, during the period from the dissolution of the school governing body until the reconstitution of the school governing body, by two or more persons appointed by the Head of Department.
- (4) Any member of the SGB who exercises such powers during the non existence of the SGB, shall

be held personally liable for the consequences thereof.

GENERAL PROVISIONS

31. (1) The old governing body will cease to exist in the first meeting of the new governing body.
- (2) The new governing body will, after its first meeting, **review** the **Constitution** and the **Code of Conduct** developed by the old governing body for adoption

CHAPTER 4

SCHEDULE A

NUMBER OF SCHOOL GOVERNING BODIES MEMBERS ACCORDING TO TYPE AND SIZE

1. PUBLIC SCHOOLS WITH ALL COMPONENTS

(a) PRIMARY SCHOOL

Number of Learners	Parents	Educators	Support Staff	Principal	Total
<80	4	1	1	1	7
81-159	5	2	1	1	9
160-319	5	2	1	1	9
320-719	5	2	1	1	9
720 +	6	3	1	1	11

(b) SECONDARY SCHOOL

Number of learners	Parents	Educators	Support Staff	Learner	Principal	Total
<80	5	1		1		9
81-159	7	2		2		13
160-319	7	2		2		13
320-719	7	2		2		13
720 +	9	3		3		17

(c) MIDDLE SCHOOL (COMBINATION OF PRIMARY SCHOOL AND SECONDARY SCHOOL)

Number of learners	Parents	Educators	Support Staff	Learner	Principal	Total
<80	5	1		1		9
81-159	7	2		2		13
160-319	7	2		2		13
320-719	7	2		2		13
720 +	9	3		3		17

2. SCHOOL WITHOUT SUPPORT STAFF

(a) PRIMARY SCHOOL

Number of learners	Parents	Educators	Principal	Total
<80	3	1		5
81-159	4	2		7
160-319	4	2		7
320-719	4	2		7
720 +	5	3		9

(b) MIDDLE AND SECONDARY SCHOOL

Number of learners	Parents	Educators	Learner	Principal	Total
<80	4	1	1		7
81-159	6	2	2		11
160-319	6	2	2		11
320-719	6	2	2		11
720 +	8	3	3		15

3. SCHOOLS WITH LOWER ENROLMENT

(a) SECONDARY AND MIDDLE SCHOOLS

Number learners	Parents	Educators	Support Staff	Learner	Principal	Total
-50	3			1	1	5
-50	4	1		1	1	7
-50	5	1	1	1	1	9

(b) PRIMARY SCHOOL

Number learners	Parents	Educators	Support Staff	Principal	Total
-50	3	1		1	5
-50	4			1	5
-50	4	1	1	1	7

LP/SGB/N/01/06
LIMPOPO PROVINCE
(Logo)
NOTICE OF SGB ELECTIONS
DEPARTMENT OF EDUCATION

ELECTIONS FOR MEMBERS WHO ARE PARENTS OF LEARNERS

NAME OF SCHOOL:
SCHOOL ADDRESS:

Notice is hereby given that **nomination and election** meeting of candidates for the election of the parent component of the governing body of the above-mentioned school will be held at _____ **(Place)** on _____ **(date)** at _____ **(time)**

Candidates may be nominated by lodging with the **School Electoral Officer** a nomination form duly completed by the candidate and his / her **proposer and seconder**. The nominated parent must be **parents / guardians** of learners at the school and who are **not** employed at the school. Both the proposer and seconder must be parents / guardians of learners at the school.

Nomination and election meeting will be held on the **same day save where the school has received approval from the Head of Department to conduct a full day election**. In the

latter case the nomination meeting will **precedes** full election day. Furthermore it should be noted that it is the responsibility of parents / guardians to ensure that their names are on the school's **admission register**, which can be viewed at the school. **Only** parents whose names are on the admission register will be entitled to participate in the School Governing Body elections

NAME OF SCHOOL ELECTORAL OFFICER:

SCHOOL ELECTORAL OFFICER'S SIGNATURE:

DATE:

SCHOOL STAMP **LP/SGB/PNO/02/06**

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DEPARTMENT OF EDUCATION
NOMINATION FORM FOR THE PARENT MEMBER

DISTRICT:
STAMP

SCHOOL

CIRCUIT:

SCHOOL:

SCHOOL ADDRESS:

PERSON PROPOSED: Salome
(Please print name and surname)

PROPOSER:

Name of parent/guardian
Rasethaba

Signature

SECONDER:

Name of parent/guardian
Molobi

Signature

I, _____ Salome _____ (full names), being a parent

guardian of a learner official enrolled at the school, accept nomination as a candidate for election as parent member of the school governing body of the above-mentioned school.

SIGNATURE:
DATE:
(Nominee)

SIGNATURE:
DATE

LP/SGB/ENO/03/06

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DEPARTMENT OF EDUCATION

NOMINATION FORM FOR THE EDUCATOR MEMBER

DISTRICT:

SCHOOL

STAMP

CIRCUIT:

SCHOOL:

SCHOOL ADDRESS:

PERSON PROPOSED:

(Please print name and surname)

PROPOSER:

Name of Educator
Rasethaba

Signature

SECONDER:

Name of Educator
Molobi

Signature

I, _____(full names), being an educator employed the school, accept nomination as a candidate for election as an educator member of the school governi: body of the above-mentioned school.

SIGNATURE:

DATE:

(Nominee)

SIGNATURE:

DATE

(School Electoral Officer)

LP/SGB/SSNO/04/06

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DEPARTMENT OF EDUCATION

NOMINATION FORM FOR THE SUPPORT STAFF MEMBER

DISTRICT:

SCHOOL

STAMP

CIRCUIT:

SCHOOL:

SCHOOL ADDRESS:

PERSON PROPOSED:

(Please print name and surname)

PROPOSER:

Name of Support Staff
Rasethaba

Signature

SECONDER:

Name of Support Staff
Molobi

Signature

I, _____(full names), being a support staff employed at the school, accept nomination as a candidate for election as a

support staff member of the school governing body of the above-mentioned school.

SIGNATURE:
DATE: (Nominee)
SIGNATURE:
DATE (School Electoral Officer)

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DEPARTMENT OF EDUCATION
NOMINATION FORM FOR THE LEARNER MEMBER

DISTRICT: **SCHOOL**
STAMP

CIRCUIT:

SCHOOL:

SCHOOL ADDRESS:

PERSON PROPOSED:
(Please print name and surname)

PROPOSER:

Name of Learner Member Signature
Rasethaba

SECONDER:

Name of Learner Member Signature
Molobi

I, _____(full names), being a learner enrolled at the school, accept nomination as a candidate for election as a learner member of the school governing body of the above-mentioned school.

SIGNATURE:
DATE: (Nominee)
SIGNATURE:
DATE (School Electoral Officer)

LP/SGB/BF/06/06
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DEPARTMENT OF EDUCATION
BALLOT FORM FOR ELECTIONS

THE ELECTION OF CANDIDATE(S) FOR THE SCHOOL GOVERNING BODY

Write in the space below the name of the Candidate(s) **whom** you elect or place a cross/ tick in the box next to the candidate of your c X e.g. ? or

Parent(s) Support Staff Educator

NO	SURNAME AND NAMES	X OR ?
1.	Nawe X	
2.	Maw	
3		
4		
5		
6		
7		
8		
9		
10		
11		

SCHOOL STAMP

LP/SGB/RCB/07/06
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DEPARTMENT OF EDUCATION
COUNTED BALLOT PAPERS AND DECLARATION OF NUMBER OF VOTER

TYPE OF ELECTION

PARENTS

LEARNERS

EDUCATOR

**SUPPORT
STAFF**

DISTRICT:

SCHOOL:

DATE OF ELECTION:

PRIM

SEC

TYPE OF SCHOOL

MID

LSEN

NO	NAMES OF CANDIDATES (MOST OF LEAST VOTES)	NUMBER OF VOTES
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

TOTAL NUMBER OF ELIGIBLE VOTERS:

TOTAL NUMBER OF VOTES CAST:

SPOILT BALLOT FORM:

VALID BALLOT FORM:

SCHOOL ELECTORAL OFFICER:

SIGNATURE OF SCHOOL ELECTORAL OFFICER:

DATE:

LP/SGB/REM/08/06

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DEPARTMENT OF EDUCATION

RESULTS OF ELECTIONS FOR MEMBERS TO SERVE IN SGB

DISTRICT

CIRCUIT

NAME OF SCHOOL & ADDRESS

OUR SCHOOLS, OUR FUTURE

Name of candidates	Number of votes

2.	3.																	
4.																		
SUPPORT STAFF																		
1.																		
2.																		
LEARNERS																		
1																		
2																		
3																		
NUMBER OF LEARNERS ENROLLED AT THE SCHOOL							BLACKS	WHITES	COLOURED	ASIAN	TOTAL							

SCHOOL ELECTORAL OFFICER NAME: _____ SCHOOL ELECTORAL OFFICER SIGNATURE: _____
DATE: _____ PRINCIPAL'S SIGNATURE: _____ DATE: _____
PRINCIPAL NAME: _____

LP/SGB/OB/10/06
LIMPOPO PROVINCE
(Logo)
DEPARTMENT OF EDUCATION
SGB OFFICE BEARERS

DISTRICT: _____ CIRCUIT: _____
SCHOOL: _____ DATE OF THE MEETING: _____

NO	PORTFOLIO	SURNAME	NAME	TEL NO	CELL NO	FAX NO	E-MAIL
01	Chairperson						
02	Deputy Chairperson						
03	Secretary						
04	Deputy Secretary						
05	Treasurer						
Additional Members							
01							
02							
03							
04							
Chairperson of Governing Body Sub-committees							
01							
02							
03							
04							
05							
06							
07							
08							
09							
10							

SCHOOL ELECTORAL OFFICER NAME: _____ SCHOOL ELECTORAL OFFICER SIGNATURE: _____
DATE: _____ PRINCIPAL'S SIGNATURE: _____ DATE: _____
PRINCIPAL NAME: _____

LP/SGB/VRP/11/06
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DEPARTMENT OF EDUCATION

VOTERS ROLL FOR PARENTS

DISTRICT: _____ SCHOOL STAMP
CIRCUIT: _____
SCHOOL ADDRESS: _____

NO	NAME OF PARENTS	IDENTITY NUMB	NAME OF LEARNER	RESIDENTIAL ADDR	POSTAL ADDRES	SIGNATURE
01						
02						
03						

04						
05						
06						
07						
08						
09						
10						
11						
12						
13						
14						
15						
16						
17						
18						

LP/SGB/VRST/12/06

LIMPOPO PROVINCE

(Logo)

DEPARTMENT OF EDUCATION

VOTERS ROLL FOR SUPPORT STAFF

SCHOOL STAMP

DISTRICT:

CIRCUIT:

SCHOOL ADDRESS:

NO	NAME OF SUPPORT STAFF	IDENTITY NUMBER	PERSAL NUMBER	RESIDENTIAL ADDRESS	POSTAL ADDRESS	SIGNATURE
01						
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LP/SGB/VRE/13/06

LIMPOPO PROVINCE

(Logo)

DEPARTMENT OF EDUCATION

VOTERS ROLL FOR EDUCATORS

SCHOOL STAMP

DISTRICT:

CIRCUIT:

SCHOOL ADDRESS:

NO	NAME OF EDUCATOR	IDENTITY NUMBER	PERSAL NUMBER	RESIDENTIAL ADDR	POSTAL ADDRESS	SIGNATURE OF VOTE
01						
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LP/RCL/VRL/06/06
LIMPOPO PROVINCE
 (Logo)
DEPARTMENT OF EDUCATION

VOTERS ROLL FOR LEARNERS

SCHOOL STAMP

DISTRICT:
CIRCUIT:
SCHOOL ADDRESS:

NO	NAME OF THE LEARNER	ADMISSION NUMB	GRADE AND CLASS	RESIDENTIAL ADDRESS	POSTAL ADDRESS	SIGNATURE
01						
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