

# **DETERMINATION OF GUIDELINES FOR ESTABLISHMENT, ELECTION AND FUNCTIONS OF STUDENTS' REPRESENTATIVE COUNCILS OF LEARNERS**

## **Published under**

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[with effect from 24 March 1997]

I, Mary Ellen Metcalfe, Member of the Executive Council for Education, hereby give notice in terms of section 11(2) of the South African Schools Act, 1996 (Act 84 of 1996), that I have determined guidelines for the establishment, election and functions of Students' Representative Councils, including minimum requirements with which Students' Representative Councils in public schools within the Province of Gauteng must comply in their Constitution and Standing Orders, as set out in the Schedule hereto.

M E METCALFE  
MEMBER OF THE EXECUTIVE COUNCIL FOR EDUCATION

## **SCHEDULE**

### **1 Definitions**

Unless the context indicates otherwise, the definitions set out in regulation 1 of the Governing Body Regulations for Public Schools, 1997 shall apply throughout this Schedule.

### **2 Minimum Requirements of Constitution and Standing Orders of a Students' Representative Council**

- (1) The Constitution will indicate clearly the name by which the Students' Representative Council wishes to be known.
- (2) The Constitution will set out clearly such information as is necessary to ensure effective communication with the Students' Representative Council by interested parties.
- (3) The Constitution will set out such aims and objectives as are feasible and which fall within the framework established by law.
- (4) The Constitution will indicate which activities the Students' Representative Council shall perform in the furtherance of its aims and the achievement of its objectives and which fall within the framework established by law.
- (5) The Constitution will set out procedures for meetings of the Students' Representative Council and its Executive Committee.
- (6) The Constitution will stipulate that members of the Students' Representative Council and members of its Executive Committee may hold office for a period not exceeding one year.
- (7) The Constitution will stipulate that a decision to amend the Constitution shall require a two-thirds majority of the total membership of the Students'

Representative Council after all members have been informed of such proposed amendments in writing at least two months in advance.

- (8) The Constitution will stipulate that if too few members are present at the meeting contemplated in paragraph (7) above, a second meeting shall be called exclusively for this purpose at least two weeks after the first meeting. The Constitution will stipulate that if two-thirds of the members are not present at this second meeting, the proposed amendments may be effected by two-thirds of the members present.
- (9) The Constitution will stipulate that all amendments to the Constitution shall be submitted to the Head of Department for confirmation that they are consistent with the provisions of the School Education Act, 1995 (Act No. 6 of 1995) and its regulations, and that until such confirmation is received, no amendment to the Constitution shall be valid.

### **3 Election of members of the Students' Representative Council**

- (1) Each class of learners in a school shall elect at least one representative to a Students' Representative Council, which shall be composed of all such elected representatives: Provided that if in any given class of learners there are both male and female learners, one male learner and one female learner shall be elected.
- (2) The election officer for such elections shall be the Teacher Liaison Officer, or any other person nominated by the District Director.
- (3) Prior to the election of learner representatives referred to in paragraph (1) above, for which one week's notice shall be given in writing and prominently displayed in the classroom, candidates shall be nominated and seconded verbally by class members, and the consent of candidates shall be obtained.
- (4) The election of learner representatives referred to in paragraph (1) above shall be by secret ballot.
- (5) Each learner in the class shall be entitled to vote in the election of learner representatives referred to in paragraph (1) above, and shall have one vote in respect of each candidate with a maximum number of votes equal to the number of representatives to be elected.

### **4 Election of Executive Committee**

- (1) The duly elected representatives shall elect from among their ranks at least the following office-bearers of the Students' Representative Council, who shall comprise the Executive Committee of the Students' Representative Council -
  - (a) a President;
  - (b) a Treasurer; and
  - (c) a Secretary.

- (2) No member of the Students' Representative Council may hold more than one office in the Executive Committee of the Students' Representative Council.

## **5 Functions of Students' Representative Council**

The functions of a Students' Representative Council shall be -

- (a) to build unity among learners in the school;
- (b) to address the needs of all learners in the school;
- (c) to keep learners informed about events in the school and in the school community;
- (d) to encourage good relationships within the school between learners and educators, and between learners and non-teaching members of staff;
- (e) to encourage good relationships within the school between educators and parents of learners; and
- (f) to establish, for the benefit of learners in the school, fruitful links with Students' Representative Councils in other schools, and with youth organisations.

## **6 Transitional provision**

Where a representative council of learners or similar body was in existence immediately prior to the publication of this Notice, its term of office shall be deemed to have ended on the day before the date on which a Students' Representative Council is elected in accordance with this Notice, which election shall take place on or before the last day of April 1997.