

NORTHERN CAPE PROVINCE

PROFENSIYA KAPA-BOKONE



NOORD-KAAP PROVINSIE

IPHONDO LOMNTLA KOLONI

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PART 1 OF 3

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GENERAL NOTICES • ALGEMENE KENNISGEWINGS

GENERAL NOTICE 509 OF 2024

GAMAGARA MUNICIPALITY/ MUNISIPALITEIT

| NOTICE NO: 2023/120 | KENNISGEWING NO: 2023/120 |
|---|---|
| <p>PROPOSED REZONING, PERMANENT DEPARTURE & REMOVAL OF RESTRICTIVE TITLE DEED CONDITIONS: ERF 1169, KATHU, GAMAGARA MUNICIPALITY, NORTHERN CAPE PROVINCE.</p> <p>NOTICE is hereby given that Gamagara Local Municipality has received the following land use application, submitted in terms of the Gamagara Spatial Planning and Land Use Management By-Law of 2016 and the Gamagara Land Use Scheme of 2021, for consideration:</p> <p>Land description: Erf 1169, Kathu, Situated in the Kathu Township Extension 1, Gamagara Local Municipality, Administrative District Kuruman, Northern Cape Province.</p> <p>Area: 984m²</p> <p>Physical address: 53 Koorsboom Street, Kathu</p> <p>Zoning: Residential Zone I</p> <p>Owner: Elemterra Properties (Pty) Ltd (Reg. No. 2021/644185/07)</p> <p>Applicant: Macroplan (Represented by Jacobus Mattheus Kühn)</p> <p>Nature of the application:</p> <ol style="list-style-type: none"> The Rezoning of Erf 1169, Kathu, from Residential Zone I to Residential Zone III (Dwelling house & Dwelling unit in the form of duplex housing); Permanent departure from the development parameters of the zoning scheme, specifically in relation to the following: <ul style="list-style-type: none"> Departure from the western (side) building line from 2m to 1.5m. Departure from the eastern (side) building line from 2m to 0m. The Removal of Restrictive Title Deed Conditions [T1496/2022 P.2-3 §A. 3, 6. & 7. (a) & (b)]. <p>Intent of application:</p> <p>It is the intent of this application to obtain the necessary land use rights, in order to formalise the existing uses as already developed on the involved property.</p> <p>A copy of the application and supporting documentation is available for viewing during office hours (Monday to Thursday from 7:30 to 16:30 and Friday from 7:30 to 15:00) at the Gamagara Local Municipality, Kathu, Civic Centre, Cnr. Hendrick van Eck & Frikkie Meyer Street, Strategic Services Directorate, Town Planning Section, Offices 19 and 20. The sharing of the application in digital format can also be requested and shared via e-mail.</p> <p>Members of the public are invited to address and submit written comments, objections, or representations, together with the reasons thereof, in respect of this application, to Ms Ntsieleni Nkhanedzeni (Tel: 053 723 6000; E-mail: nkhanedzenin@gamagara.gov.za) at the above-mentioned address, on or before MONDAY, 19 FEBRUARY 2024. Any person who cannot write may during normal office hours, on or before MONDAY, 19 FEBRUARY 2024 come to the above-mentioned address where Ms Ntsieleni Nkhanedzeni will assist by transcribing their objections, comments or representations.</p> | <p>VOORGESTELDE HERSONERING, PERMANENTE AFWYKING & OPHEFFING VAN BEPERKENDE TITELAKTE VOORWAARDES: ERF 1169, KATHU, GAMAGARA MUNISIPALITEIT, NOORD-KAAP PROVINSIE.</p> <p>KENNIS word hiermee gegee dat Gamagara Plaaslike Munisipaliteit die volgende grondgebruiksaansoek, ingedien ingevolge die Gamagara Ruimtelike Beplanning en Grondgebruikbestuursverordening van 2016 en die Gamagara Grondgebruikskema van 2021, vir oorweging ontvang het:</p> <p>Grondbeskrywing: Erf 1169, Kathu, Geleë in die Kathu Dorpsuitbreiding 1, Gamagara Plaaslike Munisipaliteit, Administratiewe Distrik Kuruman, Noord-Kaap Provinsie.</p> <p>Oppervlakte: 984m²</p> <p>Fisiese adres: Koorsboomstraat 53, Kathu</p> <p>Sonering: Residensiële Sone I</p> <p>Eienaar: Elemterra Properties (Pty) Ltd (Reg. No. 2021/644185/07)</p> <p>Aansoeker: Macroplan (Verteenwoordig deur Jacobus Mattheus Kühn)</p> <p>Aard van die aansoek:</p> <ol style="list-style-type: none"> Die Hersonerings van Erf 1169, Kathu vanaf Residensiële Sone I na Residensiële Sone III (Woonhuis & Wooneenheid in die vorm van dupeleks behuising); Permanente afwyking van die ontwikkelingsparameters van die soneringskema, spesifiek met betrekking tot die volgende: <ul style="list-style-type: none"> Afwyking vanaf die westelike (sy) boulyn vanaf 2m tot 1.5m. Afwyking vanaf die oostelike (sy) boulyn vanaf 2m tot 0m. Die opheffing van beperkende titelaktevoorwaardes [T1496/2022, Bl.2-3 §A. 3, 6. & 7. (a) & (b)]. <p>Doel van die aansoek:</p> <p>Die doel van hierdie aansoek is om die nodige grondgebruiksregte te bekom, ten einde die bestaande gebruike soos reeds ontwikkel op die betrokke eiendom te formaliseer.</p> <p>'n Afskrif van die aansoek en stawende dokumentasie is gedurende kantoorure (Maandag tot Donderdag van 7:30 tot 16:30 en Vrydag van 7:30 tot 15:00) by die Gamagara Plaaslike Munisipaliteit, Kathu, Burgersentrum, H/v. Hendrick van Eck & Frikkie Meyer Straat, Direktoraat Strategiese Dienste, Stadsbeplanningsafdeling, Kantore 19 en 20, beskikbaar vir besigtiging. Die digitale kopie van die aansoek kan ook per e-pos aangevra en aan u verskaf word.</p> <p>Lede van die publiek word genooi om voor of op MAANDAG, 19 FEBRUARIE 2024 skriftelike kommentare, besware of vertoë te rig en voor te lê, tesame met die redes daarvoor, ten opsigte van hierdie aansoek, aan Me. Ntsieleni Nkhanedzeni (Tel: 053 723 6000; E-pos: nkhanedzenin@gamagara.gov.za) by die bogenoemde adres</p> <p>Enige persoon wat nie kan skryf nie, kan gedurende normale kantoorure, voor of op MAANDAG, 19 FEBRUARIE 2024, na die bogenoemde adres kom waar Me. Ntsieleni Nkhanedzeni sal help om hul besware, kommentare of vertoë te transkribeer.</p> |
| LEBOGANG SEETILE, MUNICIPAL MANAGER, P.O. BOX 1001, KATHU, 8446 | LEBOGANG SEETILE, MUNISIPALE BESTUURDER, POSBUS 1001, KATHU, 8446 |

GENERAL NOTICE 510 OF 2024**GAMAGARA MUNICIPALITY****Spatial Planning and Land Use Management Act [Act 16 of 2013]**

Applicant: Macroplan (Jacobus Mattheus Kühn)

Notice is given in terms of Section 15 of the Gamagara Spatial Planning and Land Use Management By-Law that the Gamagara Municipality has, with effect from 23 January 2024, approved the removal of restrictive title conditions, including P. 4, §A.7. (a) & (b), as contained in the Deed of Transfer no. T1933/2014.

The intent of this application is to obtain approval for the permanent departure from the building line restrictions of the current zoning in order to accommodate the existing structures on Erf 5798, Kathu in order for the building plans to be approved.

MUNICIPAL MANAGER
LEBOGANG SEETILE
P.O. Box 1001
Kathu
8446

ALGEMENE KENNISGEWING 510 VAN 2024**Ruimtelike Beplanning en Grondgebruikbestuur Wet [Wet 16 van 2013]**

Aansoeker: Macroplan (Jacobus Mattheus Kühn)

Hiermee word ooreenkomstig die bepalings van Afdeling 15 van die Gamagara Ruimtelike Beplanning en Grondgebruikbestuur Verordening bekend gemaak dat die Gamagara Munisipaliteit, in effek sedert 23 Januarie 2024, die opheffing van beperkende titelvoorwaardes insluitend Bl. 4, §A.7. (a) & (b), soos vervat in Transportakte no. T1933/2014, goedgekeur het.

Die doel van hierdie aansoek is om goedkeuring te verkry vir die permanente afwyking van die boulyn beperkings van die huidige sonering ten einde die bestaande strukture op Erf 5798, Kathu te akkommodeer, om sodoende die bouplanne te laat goedkeur.

MUNISIPALE BESTUURDER
LEBOGANG SEETILE
Posbus 1001
Kathu
8446

GENERAL NOTICE 511 OF 2024

SOUTH AFRICAN SCHOOLS ACT, 84 OF 1996 as amended

REGULATIONS FOR THE ELECTIONS OF AND DETERMINATION FOR THE CONSTITUTION OF A SCHOOL GOVERNING BODY

I, the undersigned **Mr. Zolile Monakali** Member of the Executive Council (MEC) for Education in the Northern Cape Province and acting in terms of Section 28 of the South African Schools Act, 1996 (read with section 31 of the Northern Cape School Education Act, 1996), and Section 18 (1) of the South African Schools Act 1996, hereby publish in the Schedule hereto, the Northern Cape Regulations for the Election of School Governing, and the minimum requirements to which the Constitution of the School Governing Body of Public Schools must comply.



Mr. Zolile Monakali (MPL)
MEC: EDUCATION

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SCHEDULE

To provide for a uniform system for the organisation and elections of school governing bodies 2024; to amend and repeal certain SGB Election regulations relating to public schools and to provide for matters connected therewith.

1. Definitions

Any word or expression to which a meaning has been attached in the Act shall have the same meaning in these regulations, unless the context indicates otherwise.

“CNS system” means the candidate nominations system, a secure electronic system, to be used for the electronic submission of the information and documents contemplated in these Regulations;

“days” means calendar days including Saturdays, Sundays and public holidays;

“district electoral officer” means an appointed district official at a district office responsible to oversee and manage the election process in the district;

“e-election” means a school governing body election in which electronic means are used in one or more stages;

“e-voting” means an e-election that involves the use of electronic means in at least the casting of the vote;

“e-voting station” means the voting station for an e-election established at a place as determined by the School Electoral Officer;

“e-voting system” the hardware, software and processes which use electronic means to make a choice between options in an election;

“educator” means any person, excluding a person who is appointed to exclusively perform extra-curricular duties, who teaches, educates or trains other persons or who provides professional educational services, including professional therapy and education psychological services, at a public school;

“electronic ballot box” means the electronic means by which the votes are stored pending being counted;

“Full day” means an uninterrupted election period during the day covering a period of 12 hours not exceeding 20:00;

“Head of Department” means the head of the education department in the province;

“member” means a member of the governing body;

"Member of the Executive Council" means the Member of the Executive Council who is responsible for education in the province;

"non-educator member of staff" means a person appointed according to the Public Service Act or the South African Schools Act who is not an educator at a school;

"parent" means –

- i. the biological or adoptive parent or legal guardian of a learner;
- ii. the person legally entitled to custody of a learner; or
- iii. the person who undertakes to fulfil the obligations of a person referred to in paragraphs (a) and (b) towards the learner's education at school;

"principal" means an educator appointed or acting in a post established as the head of a school;

"provincial electoral officer" means an appointed provincial official at a provincial office responsible to oversee and manage the election process in the province;

"public school" may be —

- i. an ordinary public school; or
- ii. a public school for learners with special education needs; or
- iii. a public school that provides education with a specialised focus on talent, including sport, performing arts or creative arts.

"remote e-voting" means e-voting where the casting of the vote is done by a device not controlled by an election official;

"representative council of learners" means a representative council of learners established in terms of section 11 of the Act;

"school" means an ordinary public school or a public school for learners with special education needs which enrolls learners in one or more grades from grade R to grade 12.

"school electoral officer" means the Principal of another school. In exceptional cases the District Director may appoint an education official who is trained in order to manage the election process of the school.

"sponsoring body" means an organization or entity that provides financial, administrative, or other types of support to a public school for learners with special educational needs to ensure that it is operating effectively and efficiently. The sponsoring body may be a non-profit organization, a private corporation, or any other entity that has a vested interest in the success and well-being of the school.

"the Act" means the South African Schools Act, 1996 (Act 84 of 1996), as amended.

2. Application

These regulations shall apply to all public schools in the Northern Cape Province and shall come into operation upon publication in the Provincial Gazette.

3. Composition of School Governing Bodies

The number of parent, educator and learner members of a governing body shall vary according to the type and grading of the school, as appears more fully in **Annexure "A" (i) and (ii)**.

4. Composition of Governing Bodies of Ordinary Public Schools

4.1 A Governing Body of an Ordinary Public School shall consist of:

- a) elected members;
- b) the Principal, in his or her official capacity;
- c) Co-opted members.

4.2 Elected members of the governing body shall comprise a member or members of each of the following categories:

- a) parents of the learners admitted to the school;
- b) educators employed at the school;
- c) non-educator members of staff employed at the school; and
- d) learners in the eighth grade or higher admitted at the school

5. Composition of Governing Bodies of Public Schools for Learners with Special Education Needs

The School Governing Body (SGB) of a public school for learners with special education needs shall be constituted as prescribed in section 24 (1)(a) – (j) of the Act.

5.1 The number of members per category for:

- a. parents of learners at the school, if reasonably practicable;
- b. educators;
- c. members of staff at the school who are not educators;
- d. and learners attending grade eight and higher, if reasonably practicable; will be as per **Annexure "A" (ii): Composition of Governing Bodies of Public Schools for Learners with Special Education Needs**. The procedure described in regulations (12, 14, 15, 16, 17, 18, 19, 20, and 21) shall apply to the elections of these categories.

5.2 Members of each category referred to in Section 24(1) (e) – (i) of the Act must furnish the Head of Department with appointment letters from their organization for the duration of the Governing Body term of office within 14 days after the school's election.

- 5.3 Any member of the governing body elected or appointed from the categories of persons referred to in the Act, Section 24 (1) (a), (e), (f), (g), (h), and (i) may serve as the chairperson.

6 Criteria for representation in public schools

- 6.1 Criteria for the achievement of the highest practicable level of representativity of members of the governing body as prescribed in Section 28 (e) of the Act.
- 6.2 Representativity shall refer to the following aspects:
- a) Race;
 - b) Gender;
 - c) Disability
- 6.3 The School Governing Body shall discuss as part of its meetings and with parents the aspect of representativity in preparing for the triennial School Governing Body Elections and by elections.
- 6.4 Nominations shall reflect the aspect of representativity where practical or possible.
- 6.5 Prior to the election of office-bearers the principal shall make the members of the governing body aware of their responsibilities.

7 Profile of a Governing Body

The particulars of each member of a SGB must be recorded as per **Annexure "H1"** for ordinary public schools or **Annexure "H2"** for public schools for Learners with Special Education Needs and submitted to the district office. This data must be updated when a by - election occurs and on an annual basis when offices bearers are elected.

8 Co-opted Membership

- 8.1 The governing body of an ordinary public school which provides education to learners with special needs must, where practically possible, co-opt a person or persons with expertise regarding the special education needs of such learners.
- 8.2 A governing body may co-opt a member or members of the school community to assist it in discharging its functions. Such cooption must be discussed, endorsed and communicated in writing to the relevant community member by the governing body. A co –opted member may attend the governing body meeting when his area of expertise are needed. Details of co – opted member(s) must be reflected on the governing body data form, **Annexure "H"**.
- 8.3 The governing body of a public school contemplated in section 14 may co-opt the owner of the property occupied by the school or the nominated representative of such owner.
- 8.4 Subject to regulation 8.6, co-opted members do not have voting rights on the Governing body.

8.5 If the number of parents at any stage is not more than the combined total of other members with voting rights, governing body must temporarily co-opt parents with voting rights.

8.6 If a parent is co – opted with voting rights the co-option ceases when the vacancy has been filled through a by-election which must be held within 90 days after the vacancy has occurred.

9 Term of office of members and office-bearers of governing bodies.

9.1 The term of office of a member of a governing body other than a learner may not exceed three years.

9.2 The term of office of a member of a governing body who is a learner may not exceed one year.

9.3 The term of office of an office-bearer of a governing body may not exceed one year.

9.4 A member or office-bearer of a governing body may be re-elected or co-opted, as the case may be, after the expiry of his or her term of office.

10 Eligibility

10.1 A person shall be ineligible to be a member of a governing body if he or she:

- a) is mentally ill and has been so declared by a competent court;
- b) is an un-rehabilitated insolvent;
- c) has been convicted of a criminal offence and sentenced to imprisonment in a court of law in South Africa or in a foreign country, without the option of a fine for a period exceeding six months or has not yet served his or her full period of imprisonment;
- d) has been declared to be unsuitable to work with children as stipulated in terms of the Children's Act, 2005 (Act 38 of 2005) the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007; or
- e) has been found guilty on an act of misconduct in respect of his or her performance of governing body functions in terms of the Provincial Code of Conduct for members of Governing Bodies in public schools.

10.2 If a person elected as a member of a governing body ceases to fall within the category for which they were nominated and elected, he or she shall cease to be a member of the governing body.

10.3 A parent who is employed by the school may not be elected as a parent member of a governing body at the school.

10.4 A principal of a school shall not be elected as an educator member of a governing body at the school where he/she is appointed).

- 10.5 No learner may be elected to a governing body of an ordinary public school unless he or she is admitted to the eighth grade or higher and he or she is an elected member of the Representative Council of Learners at the school concerned.
- 10.6 In the case of learners with special education needs learners in the eighth grade or higher may be elected, only if it is reasonably practicable.
- 10.7 A parent shall be entitled to vote only for a parent member of the governing body and shall have one vote in respect of each parent candidate.
- 10.8 An educator employed at a public school shall be entitled to vote only for educator members and shall have one vote in respect of each educator candidate.
- 10.9 A non-educator member of staff shall be entitled to vote only for non-educator members and shall have one vote in respect of each non-educator candidate.
- 10.10 Every member of the representative council of learners shall be entitled to vote only for a learner member, and shall have one vote in respect of each nominated learner candidate on the RCL.
- 10.11 It is the responsibility of the registered parent/s to inform the principal on the change of personal details with supporting documents where applicable.

11. Electoral Officers

11.1 Provincial Electoral Officer

The Head of Department shall appoint an official of the department as the Provincial Electoral Officer and the duties of the Provincial Electoral Officer will be to:

- a) monitor the nomination and election process in the province;
- b) adapt the templates to suit provincial monitoring objectives;
- c) support the district electoral officers;
- d) liaise between the Head of Department and the districts;
- e) appoint district electoral officers in consultation with the District Directors;
- f) ensure that there is adequate notification of the election date;
- g) ensure compliance with provincial procedures with regard to elections;
- h) develop materials and procedures for the training of district and school Electoral Officers and teams, and ensuring that this training takes place as planned;

- i) adjudicate on all appeals resulting from the nomination and election process;
- j) monitor and evaluate the election process in the province;
- k) develop a database of SGB's on taking office; and
- l) within 30 days of receipt of the report of the district electoral officers and the election monitors compile a report on the elections to the Head of Department and MEC, and in such report shall take into account the reports of the election monitors;
- m) Investigate and address any appeals on disputes related to the application of these Regulations investigated and concluded by the District Electoral Officer or complaints received after the dispute and appeal period.

11.2 District Electoral Officer

11.2.1 The Provincial Electoral Officer shall, in consultation with the District Director, appoint a District Electoral Officer who shall be a senior District official of the District concerned. The duties of District Electoral Officer shall be to:

- a) appoint a district electoral team;
- b) co-ordinate the election processes in the district;
- c) advise the Provincial Electoral Officer on any matter relating to the elections and shall ensure the implementation of these regulations in the district;
- d) compile a management plan to implement these regulations;
- e) designate School Electoral Officers for each school in the District and also ensure that each school has established a school election team;
- f) ensure that each election official working at a school in the District is adequately trained to support the elections;
- g) ensure that all School Electoral Officers receive the provincial election regulations and other documents in good time;
- h) ensure that election advocacy is conducted in the district in terms of a provincial plan;
- i) monitor the election process by visiting public schools during elections;
- j) compile election dates for all public schools in the district as per **Annexure "B"**;
- k) ensure that the School Electoral Officers have informed the district office in writing of the dates of the election and of the names and contact numbers of the persons elected to SGBs;
- l) ensure that they receive the Data Form as per **Annexure "H1"** for Ordinary Public Schools or **Annexure "H2"** for Public Schools of Learners With Special Educational Needs from the School Principal; and submit it to the district within 30 days of the school election meeting;
- m) provide the Provincial Electoral Officer with a composite SGB Data form within 30 days of the final election date;
- n) compile a district report on the elections and submit it to the Provincial Electoral Officer within 30 days of the final election date;

- o) capacitate School Electoral Officers to be able to manage the school election process;
- p) prepare recognition letters of newly elected governing body members for the signature of the District Director and distribute to schools.
- q) Investigate and address any matter brought under his/her attention by a member of the public which are not in line with these Regulations.

11.2.2 The District Election Team shall consist of:

- a) District Electoral Officer
- b) District officials

11.2.3 The District Election Team shall:

- a) Assist the District Electoral Officer with all election duties;
- b) Be responsible for an advocacy strategy to ensure that SGB elections are well advertised amongst all stakeholders in the district;
- c) to oversee the elections.

11.2.4 The Provincial and District Electoral Officers may not be nominated, elected or co-opted as members of any governing body of any school in the province.

11.3 School Electoral Officer

11.3.1 The functions of the School Electoral Officer before the election meeting shall be to:

- a) Sign off the notices prepared by the School Principal giving details of the date, time and venue of the election mode and verification of parent/guardian details on the school SASAMS voters roll. The format of the notice must be as per **Annexure "C1" and "C2"**.

11.3.2 A School Electoral Officer shall not be nominated or elected as a member of a governing body of a school for which he or she is the electoral officer.

11.3.4 During the election meeting the School Electoral Officer shall:

- a) explain the procedure for nominations and elections to the voters;
- b) let the nominees introduce themselves in accordance with these regulations;
- c) draw the attention of the voters to the provisions of the Act and of these regulations;
- d) manage the election process;
- e) intervene and resolve any disputes on the day of election;

11.3.5 The School Election Team shall:

- a) Assist the principal and School Electoral Officer with all their duties including updating of parent details on SASAMS;
- b) Be responsible for an advocacy strategy to ensure that SGB elections are well advertised amongst all stakeholders;
- c) Assist with the attendance register and minutes of the nomination and election meeting.

12. The School Principal

The responsibilities and functions of the Principal before the elections are to:

- a) distribute notices of the elections to the following eligible voters: parents, educators, non-educators and learners not less than 21 days before the election date;
- b) ensure that a hard copy of the notice is handed to every learner at least 21 days prior to the proposed nomination and election meeting with clear verbal instruction to the learner to hand it to his or her parent; and
- c) ensure the notice of the date, time, and venue must be distributed through all other communication methods that works for the school community, as long as it in no way disadvantages any member of the school community;
- d) ensure that the notification must be in the school's language of instruction and where practical, in the home language of learners;
- e) post candidates' profiles on school grounds at least three (3) days prior to the election and, with the permission of the candidate, may be distributed by electronic means to all parents;
- f) ensure that nomination forms are available during the nomination and election meeting. The format of the nomination form must be as per **Annexure "D"**;
- g) ensure that there is a suitable venue for the election meeting;
- h) Monitor, stamp and sign off on every page that an accurate voters rolls have been compiled;
- i) ensure that a School Election Team is established, operational and supported by staff members;
- j) ensure that the School Election Team understands the procedures that are applicable, and that all the resources that will be needed for the elections are available.

13. Monitoring and observation of Elections

13.1 The Provincial Electoral Officer/District Electoral Officer shall appoint any number of persons to monitor all processes during all the SGB elections.

13.2 Such a person/s shall:

- a) have access to any proceeding relevant to the elections as far as reasonably possible;

- b) not interfere with any process relating to the elections;
- c) compile a written report of his observations and submit it to the Provincial Electoral Officer/District Electoral officer within 14 days of the conclusion of the elections.

13.3 SGB associations and relevant stakeholders will be entitled to deploy one observer per public school.

14. The registration of voters

- 14.1 A voters' roll for each of the categories must be available containing the names of all eligible parents, educators, members of staff and learners. **Annexure "K"** reflects the Voter's roll for parents.
- a) It is the responsibility of the Principal to ensure that parents; learners, educators and non-educator member of staff update their particulars when there are changes to their details. All updates and changes to the SASAMS database **must** be verified and approved by the Principal on a quarterly basis prior to the database being sent to the District EMIS Unit;
 - b) The Principal of a school must provide the School Electoral Officer with a stamped and signed off voters roll for all components on all pages.
 - I. The voters' roll for educators must consist of all educators employed at the school;
 - II. The voters' roll for non-educator members of staff must consist of all staff members employed at the school;
 - III. The voters roll for learners must consist of all elected RCL members at the school;
 - IV. The voters roll for parents; learners; educators; non-educator members of staff must be based on the approved updated SASAMS database of the school.
- 14.2 The Principal must issue a 7 day notice (**Annexure "C2"**) inviting parents to verify their details on the voters roll. The verification and updating process must start from the 8th day and be completed 7 days prior to the election date.
- 14.3 The school shall regard the parents details on the admission register as correct should parents fail to update their details on the school admission register during the period referred to in regulation 14.2.
- 14.4 The details of the final verified and updated voters roll must be recorded on **Annexure "J"** and signed off by the principal as a true record of all registered parents.
- 14.5 All proposers, seconders and nominees must be people who are listed on the voters' roll. The voters roll for all categories close 7 days before the voting day to ensure that the electoral officer can focus on the nomination and voting processes and quality assure the voters roll.

15 Nomination and elections modes

- 15.1 The following election modes are available:
- (a) Nomination and Election Mode (recommended for schools with 200 learners and below);
 - (b) Full Day Election Mode; or
 - (c) E-Elections Mode.
- 15.2 Should public schools in consultation with the parents choose to use the E-Election mode, the school must apply to the HOD or his/her delegate, not less than 30 days prior to the date of election.
- 15.3 In granting permission for the election mode, the HOD or his/her delegate will consider whether:
- a) the mode of the election will promote the best interests of the public school community and the public school and will allow for maximum participation of voters in the voting process;
 - b) the mode of election will not discriminate unfairly against any potential voter or group of voters;
 - c) sufficient provision is made for the nomination process; and
 - d) sufficient resources are available for the preferred mode.
- 15.4 The HOD or his/her delegate must respond within seven (7) days of receiving the notification. Failure to respond will be considered as affirmation for the public school to proceed with the chosen election mode.
- 15.5 The public school may appeal to the MEC responsible for education in the province, in writing, within seven days from the date of notification of a decision, in terms of par 15.3.
- 15.6 The MEC responsible for education must, within seven (7) days of receipt of an appeal, as contemplated in paragraph 14.5 inform the public school, in writing, of his or her decision and the reasons for the decision.
- 15.7 The Principal and outgoing SGB must communicate the mode of election to the School Electoral Officer to prepare and sign notices to parents accordingly.
- 15.8 The School Electoral Officer must inform the District Electoral Officer of the mode of the election and submit the management plan of the election 14 days prior to the election;
- 15.9 The management plan referred to in subparagraph 15.8 must at least contain:
- (a) The proposed date for the mode of the election;
 - (b) The time the election will start, times when voting stations are open and the closing time;
 - (c) The time that the votes will be counted and results announced;

- (d) The schedule for school elections team members to monitor the voting stations to ensure that there are enough officials available for the process to continue.

15.10 The School Electoral Officer must sign prepared notices (**Annexure "C1" and "C2"**) in the prescribed forms, in which the date, time and place of the nomination and election must be stated. The notices must be distributed in accordance with regulations 12 and 20.

15.11 The School Electoral Officer must ensure that the notices regarding the nominations and elections are distributed and displayed as indicated in the regulations.

16 Order of Elections

16.1 The School Electoral Officer should follow the principle of inclusion, transparency and democracy.

16.2 The election of the parent component on the governing body shall be held after the nominations and elections of the educator, member of staff and learner members of the governing body.

17 Nomination and Election of Educator Members

17.1 The Principal of a school must provide the School Electoral Officer with a stamped and signed off voters roll for educators on each page.

17.2 The School Electoral Officer must in consultation with the Principal determine the date, time, and place for the nomination and election meeting for educator members.

17.3 The Principal must ensure educators at the school received the notice of the nomination meeting at least 21 days before the day of the meeting. The format of the notice and the ballot paper must be as per **Annexure "C1" and "E"**, respectively.

17.4 The nomination of an educator shall be done by the submission of a nomination form duly completed and signed by an educator employed at the school making the nomination, one educator employed at the school supporting the nomination and the candidate, to the School Electoral Officer at the nomination and election meeting.

17.5 If the total number of candidates whose nominations have been accepted:

- a) is less than the number of members allowed for the category of the school concerned as set out in Annexure "A"
 - i. The nomination time shall be extended by a period not exceeding 30 minutes, if the nominations are still lower than the required number allowed for the category the meeting shall adjourn and the School Electoral Officer must convene another meeting within a period not exceeding 7 days before the parents' nomination and

election meeting. Members nominated prior to the rescheduling of the meeting, will remain nominated for election at the rescheduled election but further nomination may still be lodged and accepted.

- ii. If after the second nomination meeting held in terms of regulation 17.5 (a) the total number of valid nominations is still lower than the required number of educator members, the School Electoral Officer shall declare the nominated candidates to be duly elected and the provisions of regulation 8 shall apply provided that by-elections shall be conducted within 90 days after the day of such election and:

- a) is equal to the number of the members referred to in regulation 17.5 (a), the School Electoral Officer shall declare all the nominees duly elected to the governing body; or
- b) is greater than the number of the members referred to in regulation 17.5 (a), an election shall be held by secret ballot.

- 17.6 Where a school has only two educators on its staff, the School Electoral Officer may draw lots or use some other method that allows for a random selection between the tied nominees. This must be done openly and by agreement of the nominees.

18 Nomination and Election of a Non-Educator Member of Staff

- 18.1 The procedure prescribed in regulation 17 shall apply to the nomination and election of non-educator members of staff: provided that the format of the notice of the meeting and the ballot paper must be as per **Annexure "C1"** and **"E"**, respectively.
- 18.2 In cases where there is no non-educator member of staff at a school, the position will be left unfilled.
- 18.3 Where there is one non-educator member of staff he or she shall be regarded as duly elected to the governing body.
- 18.4 Where there are two members of staff at a school, the School Electoral Officer will draw a lot or use some other method that allows for a random selection between the tied nominees. In the case of more than two non-educators a democratic election must be held to determine who should be elected to the governing body.

19 Nomination and Election of Learner Members

- 19.1 The nomination and election of Representative Council of Learners on to the SGB must be held in accordance with the procedure prescribed by Provincial Notice 110 of 2016 published in Provincial Gazette 2054. Annexures "A3" (notice of the meeting), "B3" (nomination form) and "C2" (ballot paper) is also to be used in support of the process.
- 19.2 The learners must be made aware of Section 32 of the Act, which outlines the status of minors on the governing body.

20 Nomination and Election for Parent Members

20.1

- (a) The school Principal in consultation with the School Electoral Officer must prepare notices of the combined nomination and election meeting in which the date, time, and place of the mode of election shall be stated. The format of the notice and the ballot paper must be as per **Annexure "C1"** and **"E"**, respectively.
- (b) The date, time and venue should be considered that will allow for maximum parent participation in the election.
- (c) **Annexure "J"** "Declaration on the verification and updating of the parent details on the voters roll" must be completed and signed off 7 days before the nomination and election meeting
- (d) Notices of the date time and venue of the nomination and election should be distributed through all means of communication and displayed in prominent places in the school and community at least 21 days prior to the date of the nomination and election. The nomination and election of members must be in line with the mode of election that the school will undertake.

20.2 The School Electoral Officer must ensure that:

- (a) The required quorum of 15% is met before nominations start;
- (b) The starting and closing time for nominations is indicated at the beginning of the meeting;
- (c) For each nominee there is a proposer and a seconder; and
- (d) The nominee, proposer and seconder appear on the voters roll and are present on the day of the nomination and election meeting.

20.3 If at the first nomination and election meeting a quorum is not reached, the election must be rescheduled for not less than 7 or more than 14 days from the date of the first meeting in which event the procedure prescribed in regulation 20 shall be repeated.

20.4 Candidates nominated prior to the rescheduling of the nomination and election meeting will remain nominated for election at the rescheduled meeting but further nomination may still be lodged and accepted.

20.5 Notice of the second election meeting should clearly state that no quorum is required for this meeting.

21. Quorum

A 15 % quorum is required for the first SGB Elections results to be confirmed.

22. Nomination and Election Mode

For this mode the nomination and election are two sessions of one meeting. When the nomination session ends the

election session starts immediately.

22.1 Nomination Parent Members

- 22.1.1 The School Electoral Officer in consultation with the school principal must ensure that the notices regarding the nominations and elections are distributed, displayed and that it is distributed to parents as prescribed in regulation 12 (a - c).
- 22.1.2 The School Election Team must verify voters' credentials on the voters roll. A green barcoded identity document or smart card, passport or valid driver's license shall serve as proof of an eligible voter.
- 22.1.3 A quorum of 15 % of the total number of parents on the voters roll is required for the nomination and election mode to proceed.
- 22.1.4 The School Electoral Officer will determine the time and duration of the nomination process: provided the time allocated is not less than 30 minutes and not more than 1 hour.
- 22.1.5 The nomination of a candidate shall take place during the nomination and election meeting in accordance with the following process:
- a) A nomination is made during the time allowed for nomination provided that such nomination shall be supported by another parent and a nomination form is duly completed by the proposer, the seconder and the candidate, and is lodged with the electoral officer in the meeting. The proposer, seconder and candidate must be present in the nomination meeting. The nomination process must be done in written format, no show of hands shall be allowed.
 - b) No proxy votes will be allowed.

22.2 After the nomination time has expired the School Electoral Officer must:

- 22.2.1 consider the nominations and reject the nomination of any candidate who:
- a. has not been nominated in accordance with the procedure set out in these regulations;
 - b. is not eligible to be nominated and elected in terms of these regulations;
 - c. announce the names of the candidates whose nominations have been accepted.
- 22.2.2 If the total number of candidates whose nominations have been accepted:
- a) is less than the number of members allowed for the category of the school concerned as set out in **Annexure "A"**,
 - i. the nomination time shall be extended by a period not exceeding 30 minutes, if the nominations are still lower than the required number allowed for the category the meeting shall adjourn and the school electoral officer must convene another meeting rescheduled for not less than 7 or more than 14 days from the date of the

first meeting. Members nominated prior to the rescheduling of the meeting, will remain nominated for election at the rescheduled election but further nomination may still be lodged and accepted.

- ii If after the second nomination meeting held and the total number of valid nominations is still lower than the required number of parent members, the School Electoral Officer shall declare the nominated candidates to be duly elected and the provisions of subparagraph 8.5 and 8.6 shall apply: provided that the by - elections shall be conducted within 90 days after the day of such election.

- b) is equal to the number of the members referred, the School Electoral Officer shall declare all the nominees duly elected to the governing body; or
- c) is greater than the number of the members referred to in paragraph 22.2.2 an election shall be held by secret ballot.

22.3 Casting of Votes

The election shall be held on the date, time and place indicated in the notice (**Annexure "C1"**) of the nomination meeting.

22.3.1 The School Electoral Officer shall explain the procedure that will be followed in the meeting and must at least stipulate that every nominated candidate will have the opportunity to state verbally in the meeting:

- a) his or her name;
- b) the names and grades of his or her children in the school;
- c) occupation and experience or skills; and
- d) his or her vision for the governance of the school, for parents to make an informed decision during the election process.

22.3.2 The election shall be by secret ballot. The format of the ballot paper must be as per **Annexure "E"**. Ballot papers issued should not be taken outside the voting station.

22.3.3 Before the ballot papers are distributed, the School Electoral Officer must ensure that every ballot paper has the school stamp on it.

22.3.4 The School Electoral Officer must explain the voting process, the minimum and maximum number of candidates to be voted for as well as how to record the vote.

22.3.5 Before the election meeting the school electoral officer shall prepare the ballot paper with the names of all nominees on them in alphabetical order based on surnames.

22.3.6 A voter shall, in secrecy, record his or her vote on the ballot paper and then deposit the ballot paper in a box or other closed container provided for the purpose.

22.3.7 A person needing assistance may, at their own request, be assisted by the school electoral officer or member of

the electoral team in the presence of a witness identified by the voter.

22.4 Counting of votes

22.4.1 The Electoral Officer must open the ballot papers in the presence of monitors, observers and nominees who wish to be present.

22.4.2 The School Electoral Officer must reject any spoiled paper before counting the votes recorded for every candidate if:

- a) the ballot paper on which the official mark or stamp does not appear;
- b) ballot papers on which more votes are recorded than the number of members to be elected;
- c) a vote which is completed in such a way that it is, in the opinion of the electoral officer, uncertain for which candidate or candidates a vote was recorded for.

22.4.3 After the rejection of spoilt papers, the School Electoral Officer must:

- a) count the votes in the presence of every candidate who wishes to be present;
- b) announce to the whole meeting the name of each candidate and the number of votes cast for each; and
- c) complete the form as per **Annexure "F"** indicating the number of votes each candidate obtained.

22.4.4 The School Electoral Officer must announce the candidates who have been elected, in the descending order of the number of votes obtained.

22.4.5 Where there is a tie in the number of votes obtained by two or more candidates and this affects the result of the election, the School Electoral Officer shall draw lots to ascertain a result or use some other method that allows for a random selection between the tied nominees. This must be done openly by agreement of the nominees and in the presence of monitors, observers and nominees who wish to be present.

22.4.6 The School Electoral Officer shall decide all matters relating to the nominations and election.

22.4.7 The School Electoral Officer shall complete an election declaration form as per **Annexure "F"** after the parents' election meeting and submit it to the district electoral officer.

23 Full Day Election Mode

This mode is a manual full day election in which voters physically come to the venue to cast their votes at any time within the allocated hours of the day without any meeting held. The counting of votes may proceed only if the number of votes cast by the close of the polls indicates that a 15% quorum of voters has been reached.

23.1 Nomination of Parent Members

- (a) The School Electoral Officer in consultation with the school principal must ensure that the notices regarding the nominations and elections are distributed, displayed and that it is distributed to parents as prescribed in regulation 12 (a - c).
- (b) A parent must be nominated (**Annexure "D"**) and seconded only by a parent of a learner of the school concerned who must appear on the voters roll by lodging with the school electoral officer, not less than 7 days prior to the commencement of the election day, a nomination form duly completed by the proposer, seconder and nominee;
- (c) The nominee must provide the following information to accompany the nomination form for distribution to parents before the Election Day:
 - i. A recent passport size photo
 - ii. Full names
 - iii. The names and grades of child(ren) in the school;
 - iv. Occupation, skills and experience that would benefit the school; and
 - v. The nominee's vision for the school.
- (d) The profiles of all nominated candidates must be distributed to all parents 3 days before the Election Day, with the permission of the candidate, may be distributed by electronic means to all parents.
- (e) The process in paragraph 22.2.2 must be followed during the nomination and elections

23.2 Election of Parent Members

- (a) The School Electoral Officer must prepare ballot papers containing the names of all nominated candidates in alphabetical order (**Annexure "D"**). These ballot papers must have the school stamp on them, or some other distinguishing feature which prevents the ballot papers from being tampered with.
- (b) Nominated candidates must be allocated numbers corresponding to the number next to their names on the ballot paper.
- (c) Each parent verified on the voters' roll must receive a ballot paper to mark in secret a maximum number of parents as indicated in (**Annexure "A"**).
- (d) The marked ballot paper must be folded and placed in a ballot box or any closed container provided for this purpose.
- (e) A person in need of assistance may, at his or her own request, be assisted by the School Electoral Officer with a witness identified by the voter.

23.3 Counting of votes

- (a) For the counting of the votes the procedure as contemplated in regulation 24 will be followed.
- (b) Counting can only commence after it has been confirmed that the 15% quorum of votes have been cast.
- (c) If the quorum is not met at the first full day election, the election must be rescheduled not less than 7 or more than 14 days from the date of the first meeting in which event the procedure prescribed in paragraph 20.1 is applicable

24. E-Elections mode

E-Elections is a mode of elections in which electronic means are used in one or more stages. This mode of elections can only be selected by schools which have the capacity to deliver such elections virtually due the available resources and having the majority of the parent body having access to the required technology to participate in the elections.

24.1 E-voting – Operational requirements

- (1) The nomination of members must take place in accordance with paragraph 24.1
- (2) An e-voting station must be established at a place as determined by the School Electoral Officer where the e-voting can take place.
- (3) The e-voting and remote e-voting must be held on the date and at the time and place as determined by the School Electoral Officer.
- (4) The Principal must at least 14 days prior to the date of the e-election:
 - (a) Inform the voters, in clear and simple language, of the way in which the e-election will take place, and any steps a voter may have to take in order to participate and vote; and
 - (b) Provide an official list of the software to be used in the e-election. At the very least it shall indicate the software used, and a brief description.
- (5) Remote e-voting may not start at an earlier time than the opening of the e-voting station at the public school. Remote e-voting shall not continue after the end of the voting period at e-voting station at the public school.
- (6) Before any e-voting takes place, the school electoral officer shall satisfy itself that the e-voting system is working efficiently and correctly and that the necessary security measures referred to in paragraph 24.2 are in place.
- (7) For every e-voting channel, support and guidance arrangements on voting procedures shall be set up for, and be available to, the voter. In the case of remote e-voting, such arrangements shall also be available through a different, widely available communication channel.
- (8) The School Electoral Officer must ensure that:
 - (a) the relevant software and services can be used by all voters; and

- (b) users are supplied, whenever required and possible, with additional facilities, such as special interfaces or other equivalent resources, such as personal assistance.
- (9) There must be equality in the manner of presentation of all voting options on the device used for casting an electronic vote.
- (10) A list of the nominees which must stipulate at least:
 - (a) a recent passport size photo
 - (b) his or her name;
 - (c) the grade/s of his or her child/children in the school;
 - (d) occupation and experience or skills;
 - (e) vision for the school; andmust be made available and be presented with equality on all the e-voting systems and shall also be made publicly available by other means before the e-voting date.
- (11) The School Electoral Officer must ensure that the e-voting system presents an authentic ballot to the voter. In the case of remote e-voting, the voter shall be informed about the means to verify that a connection to the official server has been established and that the authentic ballot has been presented.

24.2 Technical requirements for the e-voting system:

- (1) In order to ensure democratic elections, the voter interfaces of e-voting systems must be usable and understandable by as many people as possible.
- (2) The e-voting system must verify the eligibility of the voter before the vote can be cast.
- (3) The e-voting system shall authenticate the voter and shall ensure that only the appropriate number of votes per voter are cast and stored in the electronic ballot box.
- (4) The e-voting system shall ensure that the voter's choice is accurately represented in the vote and that the sealed vote enters the electronic ballot box.
- (5) The e-voting system shall maintain the availability and integrity of the votes. It shall also maintain the confidentiality of the votes and keep them sealed until the counting process.
- (6) After the end of the e-voting period, no voter shall be allowed to gain access to the e-voting system.
- (7) The e-voting system shall contain measures to preserve the availability of its services during the e-voting process. It shall resist, in particular, malfunction or breakdowns.
- (8) The School Electoral Officer shall appoint at least one person, on grounds of expertise, who will have access to the central infrastructure of the electronic platform and the election data. Critical technical activities shall be carried out by this person. As far as possible, such activities shall be carried out outside election periods.
- (9) The counting process shall:
 - (a) Accurately count the votes and the counting of votes shall be reproducible;
 - (b) Maintain the availability and integrity of the electronic ballot box and the output of the counting process as long as required.

- (c) Provide the ability to cross-check and verify the correct operation of the e-voting and the accuracy of the result, to detect voter fraud, multiple votes by the same voter and to prove that all counted votes are authentic and that all votes have been counted.
 - (d) Provide the ability to verify that an e-election has complied with the applicable legal provisions, the aim being to verify that the results are an accurate representation of the authentic votes.
- (10) Consideration shall be given, when developing new products, regarding their compatibility with existing ones, including those using technologies designed to help people with disabilities.

25. Dispute Resolution

- 25.1 The school electoral officer shall decide all matters connected with the nomination and election process.
- 25.2 All disputes shall be reported to the school electoral officer during the elections for record purposes.
- 25.3 The school electoral officer is authorised to attempt to resolve all disputes and, as far as possible, ensure that the elections are free and fair.
- 25.4 Should the School Electoral Officer, for any reason, be unable to resolve a dispute, he or she must allow the election to be completed and thereafter refer the dispute to the District Electoral Officer within 7 days of the election.
- 25.5 If a complainant is not satisfied with the decision of the School Electoral Officer he or she may refer a dispute to the district electoral officer within 7 days of receiving written notice of the final decision of the School Electoral Officer.
- 25.6 Should a complainant be dissatisfied with the decision of the district electoral officer he or she may lodge an appeal with the MEC within 7 days of receiving written notice of the final decision of the decision of the District Electoral Officer.
- 25.7 The decisions referred to in 25.4, 25.5 and 25.6 must be made within 30 days of the receipt of referral.
- 25.8 Any dispute lodged after the processes referred to in regulations 25.7 will be regarded as a complaint and regulation 11.1 (m) will take effect.

26. Procedure after the elections

- 26.1 After the election of a governing body the School Electoral Officer must place all documents (notice of the meeting, voters roll, all ballot papers, attendance register of the day of election, declaration of election, including ballot papers, used at such election in envelopes and seal the envelopes and hand them over to the Principal within 5 days of the election meeting.
- 26.2 The Principal must keep the envelopes in safe custody for a period of 3 years.
- 26.3 The school electoral officer must notify the principal in writing of the names and contact numbers of the persons elected as members, and in such notice direct the principal to inform all parents of the school of the election results within 5 days of the elections.

- 26.4 The School Electoral Officer must submit the school election report as per **annexure "L"** to the District Electoral Officer within 5 days after the elections have been conducted.

27 Election of Office-Bearers

- 27.1 Prior to the election of office-bearers the principal shall make the members of the governing body aware of their responsibilities and the need to ensure that office-bearers are as representative of gender and racial diversity of the school as possible. The responsibility of the Principal is to assist the governing body in the performance of its functions and responsibilities as set out in The Act Section 16 A.
- 27.2 The principal shall convene the first meeting of the governing body within 7 days after publication of the results of the elections.
- 27.3 At the first meeting of the governing body such body shall, from amongst its members, elect office bearers who must include at least a chairperson, a treasurer and a secretary: provided that the chairperson shall be a parent member of the governing body who is not employed at the school concerned. The election must be done through a secret ballot.
- 27.4 Where for any reason the office of any office-bearer becomes vacant, the governing body shall, subject to the above provisions, at the first meeting after that vacancy has occurred, elect one of its members to fill that vacancy for the unexpired period of office of his or her predecessor.
- 27.5 The principal shall preside at the meeting if both the offices of chairperson and vice-chairperson are vacant.
- 27.6 It is advisable not to have more than two educator members serving as office bearers of the governing body;
- 27.7 Governing body members are advised not to hold more than one office at the same time on the governing body;
- 27.8 The principal must, after a meeting at which any office-bearer has been elected in accordance with these regulations, forthwith notify in writing the district director concerned of the date and names of the persons elected. **Annexure "H"** must be completed and submitted to the district director within 5 days after the meeting.
- 27.9 (1) A governing body may—
- (a) establish committees, including an executive committee; and
 - (b) appoint persons who are not members of the governing body to such committees on grounds of expertise, but a member of the governing body must chair each committee.
- (2) A governing body of an ordinary public school which provides education to learners with special education needs must establish a committee on special education needs.

28. Registration of Governing Body Members and Hand-over Procedure

- 28.1 At the first meeting the school principal must ensure that the particulars of every member of the new governing body appear on the data form referred to in regulation 7.
- 28.2 The principal must, within 5 days of the election of office bearers meeting, submit the data form **Annexure “H”** to the District Director.
- 28.3 The principal must inform the District Director of any changes to the membership of the governing body within 14 days of those changes.
- 28.4 The principal must plan and facilitate the Hand – over procedure in accordance with **Annexure “I”**.
- 28.5 The Principal should manage the procedure by officially handing over all governing body files to the newly elected governing body;
- 28.6 Conduct an induction session for the newly elected members and;
- 28.7 Answer any questions that the newly elected governing body may have.

29. Procedure for the Annual SGB Election of Office Bearers

29.1 Functional effective SGB

- 29.1.1 The term of Office of an Office Bearer of a governing body may not exceed one year.
- 29.1.2 The date and time of the annual election of Office Bearers shall be same as during the first SGB Election of Office Bearers annually. Any deviation in this regard should be reported by the Principal to the District Electoral Officer for a decision in this regard at least 30 Days before the actual date of the annual election of Office Bearers.
- 29.1.3 The SGB Chairperson in consultation with the SGB Secretary and Principal shall issue the Notice for the meeting which will include the Election of Office Bearers.
- 29.1.4 Vacant parent(s) position should be filled with co-option of parents with voting rights with the understanding by elections will be within 90 days.
- 29.1.5 Election of Office Bearers shall be through casting of ballot papers.
- 29.1.6 The Principal shall preside over the Election of the Chairperson and Vice Chairperson positions. Thereafter the Chairperson will manage the Election of the other Office Bearers.
- 29.1.7 Governors may be reelected to serve another term of Office.
- 29.1.8 Either **Annexure “H1” or Annexure “H2”** (special schools) shall be completed immediately after the Election of Office Bearers and submitted to the District Electoral Officer the following day.

29.2 Non Functional SGB

- 29.2.1 The Principal must assist the governing body in the performance of its functions and responsibilities.
- 29.2.2 Should governors not perform their duties, the Principal must report the matter to the District Office for the attention of the School Circuit Manager and District Electoral Officer immediately within the first month when it occurs.

- 29.2.3 All efforts and systems should be put in place to resuscitate the functionality of the SGB immediately should governors seize to perform their functions and responsibilities including exercising the option of the Act, SASA Section 22 and/or Section 25.
- 29.2.4 Should the position of the Chair and Vice Chair be vacant at the time of the Annual SGB Election of Office Bearers, the Principal shall convene such a meeting.
- 29.2.5 The date and time of the annual election of Office Bearers shall be same as during the first SGB Election of Office Bearers annually. Any deviation in this regard should be reported by the Principal to the District Electoral Officer for a decision in this regard at least 30 Days before the actual date of the annual election of Office Bearers. The Same procedures will be followed as in Regulations 29.1.4 to 29.1.8.

30. Constitution of School Governing Body

The Constitution of a School Governing Body (SGB) of a public school shall reflect but not be limited to the following:

- 30.1 the vision and mission statement of the school;
- 30.2 duties of office bearers;
- 30.3 establishment of committees with clear functions;
- 30.4 meeting procedures and frequency;
- 30.5 procedure to manage amendments to the constitution.

31. A vacancy shall occur whenever a member:

- (a) Resigns in writing;
- (b) Becomes deceased;
- (c) Becomes disqualified as contemplated in regulation 10;
- (d) Absents him or herself from two or more consecutive meetings of the governing body without the authorization of governing body to do so and due process taken into consideration;
- (e) Is removed from office in accordance with provisions contained in a code of conduct contemplated in Section 18A of the Act;
- (f) No longer falls within the category of members that he or she represented at the time of the election;
- (g) If at any point, through an investigation by an electoral officer is found that an irregularity occurred during the election of such a member.

32. By-Elections due to vacancies in the governing body

- 32.1 Should a vacancy contemplated in regulation 32 exist, the principal of the school must in writing and within 14 days, inform the District Director of the existence of such vacancy.

- 32.2 A School Electoral Officer must be appointed for each by-election.
- 32.3 A by-election must be held whenever:
- (a) the number of parent members of a governing body falls to a number equal to or less than the total of the other members of the governing body;
 - (b) the number of members who, at the constitution of a governing body, were elected, or declared elected, falls to a number equal to or less than the quorum referred to in the constitution of a fully constituted governing body; or
 - (c) a member of the category of members of a governing body referred to in section 23 or 24 of the Act is no longer represented on a governing body.
- 32.4 Whenever a vacancy occurs as envisaged in regulation 31, a by- election must be held within 90 days of occurrence of such vacancy.
- 32.5 The procedure described in regulations 12 and 20 shall apply to the by - elections.
- 32.6 A member elected in accordance with this paragraph remains in office for the unexpired term of office of his or her predecessor.
- 32.7 Should a vacancy contemplated in regulation 32.4 occur in respect of an elected parent member, a school governing body must temporarily co-opt a parent to serve as a member with full voting rights for a period not exceeding 90 days.
- 32.8 In the event of a vacancy in the categories of membership referred to in regulation 4.2 (b), (c) and (d) eligible members of the category concerned shall, within 90 days, hold an election to fill the vacancy.
- 32.9 The appointment of the co-opted parent referred to in regulation 32.7 shall take place within 21 days.
- 32.10 A governing body member with a child in the exit grade (7 or 12) must inform in writing, the governing body chairperson and principal three months in advance before the end of the academic year.
- 32.11 If the Head of Department determines on reasonable grounds that a governing body has ceased to perform functions allocated to it in terms of the Act or has failed to perform one or more functions, he or she must follow procedure as set out in Section 22 and 25 of the Act.

33. Functioning of the new governing body

The newly elected governing body must start to function immediately after the successful completion of the election process.

34. Removal or suspension of Governing Body Members from Office

A member of the governing body of a public school may be removed from office in terms of section 18A of the South African Schools Act. The code of conduct for members of school governing bodies in the Northern Cape is Notice 147 of 30 December 2019, gazette No. 2316.

35. Electoral code of conduct

No Official or any other person may use a language or act in a way that may provoke:

- (a) Manipulation of the nomination and election processes;
- (b) interruption/ violence during an election; or
- (c) the intimidation of candidates, or voters;
- (d) influence parents on the voters roll to attend or not to attend an election meeting; or
- (e) to vote or not to vote, or to vote or not to vote in any particular way; or
- (f) to refuse a nomination as a nominee, or withdraw from the election; or
- (g) abuse a position of power, privilege or influence, including parental, or employment authority to influence the conduct or outcome of an election.

36. General provisions**36.1 Undue influence:**

- (1) Subject to these regulations, no person may prevent anyone from exercising a right conferred by these regulations.
- (2) No person, knowing that another person is not entitled to be registered as a parent/guardian, may-
 - (a) persuade such a person that he/she is entitled to be registered as a parent/guardian; or
 - (b) represent to anyone else that that other person is entitled to be registered as a parent/guardian.
- (3) No person, knowing that another person is not entitled to vote, may-
 - (a) assist, compel or persuade that other person to vote; or
 - (b) represent to anyone else that that other person is entitled to vote.

37. Review of Regulations

These Regulations may be reviewed at any given time.

38. Repeal of Regulations

The Governing Body Regulations for Public Schools contained in Notice 1 of 2021 published in the Provincial Gazette number 2395 of 15 February 2021 is hereby repealed.

39. Short Title

These Regulations shall be known as the Regulations for the Constitution and Election of Governing Bodies in Public Schools in the Northern Cape, and shall come into effect on publication in the Provincial Gazette.

TEMPLATES

| Annexure | Template notation |
|----------|---|
| A | Composition of governing bodies by type and grading of school |
| B | SGB Election Schedule |
| C1 | Election of governing body members Notice of SGB elections |
| C2 | 7 day Notice to parents/guardians to verify personal details on the school SASAMS learner admissions register/voters roll |
| D | Nomination Form |
| E | Ballot Paper |
| F | Counted Ballot Papers and Declaration of Number of Voters |
| G | Election Declaration Form |
| H1 | SGB Composition Data Form for Ordinary Public Schools |
| H2 | SGB Composition Data Form for Public School for Learners with Special Educational Needs |
| I | Handover Certificate |
| J | Declaration on the verification and updating of parent details on the voters roll |
| K | School governing body elections parents voters roll |
| L | Reporting Template for School Electoral Officers |
| M | SGB Election State of Readiness |

ANNEXURE "A" (I)

| 1 Type of school | 2 Number of learners enrolled | 3 Number of parent members | 4 Number of educator members | 5 Number of learner members | 6 Number of staff members | 7 Principal | 8 Total no of members |
|--------------------------------------|----------------------------------|-------------------------------|---------------------------------|--------------------------------|------------------------------|----------------|--------------------------|
| 1. Primary Ordinary Schools | <80 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 80-159 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 160-719 | 5 | 2 | 0 | 1 | 1 | 9 |
| | 720+ | 6 | 3 | 0 | 1 | 1 | 11 |
| | | | | | | | |
| 2. Secondary Ordinary Schools | <630 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 630+ | 9 | 3 | 3 | 1 | 1 | 17 |
| | | | | | | | |
| 3. Combined Schools | <500 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 500+ | 9 | 3 | 3 | 1 | 1 | 17 |

COMPOSITION OF GOVERNING BODIES OF PUBLIC ORDINARY SCHOOL

1. The number of members of a governing body of a public school is set out for each category of membership in the table below.
2. The number of members in each category will vary in terms of regulation 4 (2), according to the type of school and its grading as set out in column 1 and 2 below.
3. In a school which does not have non-teaching staff, the number of parents set out in column 4 below shall be reduced by one and the total number of members set out shall be reduced by two.
4. The governing body of a public combined ordinary school or comprehensive public school will have the same composition as a public secondary ordinary school.

ANNEXURE "A" (II) Composition of Governing Bodies of Public Schools for Learners with Special Education Needs - Number of members appointed must be included within 14 days after the school's election.

1. The number of members of a governing body of a public school for learners with special education needs is set out for each category of membership in the table below.
2. The number of members in each category will vary in terms of regulation 5 (1), according to the type of school and its grading as set out in column 1 and 2 below. Schools with more than 30 non educator members may elect 2 representatives.
3. In a school which does not have learner members, the number of parents set out in column 5 below shall be reduced by three.
4. Any member of the governing body elected or appointed from the categories of persons referred to in the Act, Section 24 (1) (a), (e), (f), (g), (h), and (i) may serve as the chairperson.
5. A combined school with a number of learners of 150 and more but without learners able to serve on the SGB will be 2 less.

| 1 Type of School | 2 Number of Learners Enrolled At School | 3 Principal | 4 Number of Educator Members | 5 Number of Parent Members | 6 Number of Non Educator Members | 7 Number of Learner Members | 8 Number of Elected Members |
|--|--|----------------|---------------------------------|-------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Primary School | 1 to 149 | 1 | 1 | 5 | 1 | | 8 |
| Combined School | 150 and more | 1 | 2 | 5 | 1 | | 9 |
| Combined School | 150 and more | 1 | 2 | 8 | 1 | 2 | 14 |
| The following categories of persons must be represented on a governing body of a public school for learners with special education needs | | | | | | | |
| Categories | | | | | | | |
| (e) representatives of sponsoring bodies, if applicable; | | | | | | | |
| (f) representatives of organisations of <i>parents of learners</i> with special education needs, if applicable; | | | | | | | |
| (g) representatives of organisations of disabled persons, if applicable; | | | | | | | |
| (h) disabled persons, if applicable; and | | | | | | | |
| (i) experts in appropriate fields of special needs education. | | | | | | | |
| Total number including appointed members: | | | | | | | |



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ANNEXURE: B

SGB ELECTIONS SCHEDULED DATES AS CONSULTED AND APPROVED WITH SEQ

| | | | |
|------------------|--|---------|--|
| NAME OF SCHOOL | | | |
| NAME OF DISTRICT | | CIRCUIT | |

1ST DATE OF ELECTIONS

| COMPONENT | DATE | TIME | ELECTION MODE | VENUE |
|--------------------------|------|------|---------------|-------|
| EDUCATORS | | | | |
| NON- EDUCATOR | | | | |
| LEARNERS (IF APPLICABLE) | | | | |
| PARENTS | | | | |

2ND DATE FOR PARENT ELECTIONS

| COMPONENT | DATE | TIME | ELECTION MODE | VENUE |
|-----------|------|------|---------------|-------|
| PARENTS | | | | |

| | |
|----------------------------------|--|
| NAME OF SCHOOL ELECTORAL OFFICER | |
| SIGNATURE | |
| NAME OF PRINCIPAL | |
| SIGNATURE | |
| DATE | |

| |
|--------------|
| SCHOOL STAMP |
|--------------|



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ANNEXURE C1

ELECTION OF GOVERNING BODY MEMBERS NOTICE OF SGB ELECTIONS

NAME OF SCHOOL: _____

Component: (Please tick with an X in the appropriate box)

EDUCATOR: ☐ NON-EDUCATOR: ☐ PARENT: ☐

Notice is hereby given that a meeting for the nomination/election of candidates for the election of members of the governing body of the above-mentioned school, will be held through the following election mode (Please tick with an X in the appropriate box)

NOMINATION AND ELECTION MODE: ☐ FULL DAY ELECTION MODE: ☐ E- ELECTION MODE: ☐

This is the

first SGB election meeting

Second SGB election meeting and no quorum is needed

and the elections will be held on _____ at _____ at _____
(date) (time) (place)

Candidates (who must be parents of learners at the school and who are not employed at the school/educators at the school/non-educators at the school/learners at the school) may be nominated during the nomination and election meeting by lodging with the electoral officer a nomination form duly completed by the candidates and his / her proposer and seconder. Both proposer and seconder must be eligible voters at the school.

For the Nomination and Election Meeting mode, Nominations will only be accepted during meeting. The proposer, seconder and candidate MUST be present in the nomination meeting.

An election and/or nomination meeting will be held on the date(s) as mentioned above. ***Proof of identification will be required to participate in the nomination and election processes (green barcode identity document or smart card, passport or valid driver's licence; valid residence/work permit).***

NB. 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.

For the nomination and election mode to proceed a quorum of 15% is required. Schools that have chosen a full day or E-ELECTION mode, a quorum of 15% must be determined before the counting of votes. In the event of no quorum, the next mode of election (nomination and election, full day election or e-voting) must be held within 7 days.

NAME AND SURNAME OF ELECTORAL OFFICER

SIGNATURE

DATE



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ANNEXURE C2

**ELECTION OF GOVERNING BODY MEMBERS
SEVEN (7) DAY NOTICE INVITING PARENTS/GUARDIANS TO VERIFY THEIR DETAILS ON THE SCHOOL SASAMS
LEARNER ADMISSION REGISTER /VOTERS ROLL**

NAME OF SCHOOL: _____

A seven day Notice is hereby given to all eligible parents to come and verify their details on the SASAMS voters roll at the school. The verification and updating process will start on the 8th day after the seven day notice and must be completed 7 days prior to the scheduled election date.

The notice is applicable from _____ to _____ of _____ and;

Date Date Month and Year

the verification process will commence from _____ to _____ of _____.

Date Date Month and Year

Participants (who must be parents of learners at the school and who are not employed at the school/educators at the school/non-educators at the school) must come to verify and update their details from the 8th day after the notice.

Proof of identification will be required to participate in the verification processes (green barcode identity document or smart card, passport or valid driver's licence; valid residence/work permit). An election will be held seven days after the closure of the verification process at the school.

NB. It is the responsibility of parents/guardians to ensure that their names are on the school's SASAMS admission register, which can be viewed at the school.

.....
SIGNATURE OF ELECTORAL OFFICER

.....
DATE



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ANNEXURE D

ELECTION OF GOVERNING BODY MEMBERS NOMINATION FORM

COMPONENT (Please tick with an X in the appropriate box)

EDUCATOR: ☐ **NON-EDUCATOR:** ☐ **PARENT:** ☐

NAME OF SCHOOL: _____

PROPOSER: I, _____

(full name and surname)

of _____

(Residential address)

being (indicate correct response) a parent or guardian of a learner, ☐

an educator, ☐ non-educator, ☐ of the above-mentioned school, hereby propose:

(full name of candidate)

as a member of the governing body of the above-mentioned school.

SIGNATURE OF THE PROPOSER

DATE

SECONDER: I, _____

(full name and surname)

of _____

(residential address)

Being (indicate correct response) ☐ a parent or guardian of a learner, ☐ an educator ☐ non-educator of the above-mentioned school, hereby propose:

(full name of candidate)

as a member of the governing body of the above-mentioned school.

SIGNATURE OF THE SECONDER

DATE

NOMINEE:

I

(full name and surname)

of

(residential address)

Being a parent or guardian ☐ of a learner, an educator ☐ a non-educator ☐ of the above-mentioned school, hereby accept the nomination and declare that I am not/have not:

- mentally ill and have not been declared as such by a competent court;
- an un-rehabilitated insolvent;
- Has been convicted of an offence and sentenced to imprisonment in a court of law in South Africa or in a foreign country, without the option of a fine for a period exceeding six months or has not yet served his or her full period of imprisonment;
- been declared to be unsuitable to work with children as stipulated in terms of the Children's Act, 2005 (Act 38 of 2005) or the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007.
- Does not fall within one of the categories of members who make up a governing body;
- No longer falls within the category of members that he or she represented at the time of his/her election; and
- Been removed from office in accordance with provisions contained in a code of conduct contemplated in Section 18A of the Act.

SIGNATURE OF NOMINEE

DATE

The nomination is (indicate correct response) accepted / rejected

FULL NAMES OF ELECTORAL OFFICER: _____

SIGNATURE OF ELECTORAL OFFICER

DATE



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ANNEXURE E

BALLOT PAPER (SURNAMES IN ALPHABETICAL ORDER)

NAME OF DISTRICT: _____

NAME OF SCHOOL: _____

COMPONENT (Please tick with an (X) in the appropriate box)

EDUCATOR: ☐ NON-EDUCATOR: ☐ PARENT: ☐

CHOOSE CANDIDATES BY PLACING A CROSS IN THE BOX NEXT TO THE CANDIDATE(S) OF YOUR CHOICE e.g. ☒

| No | Names of Candidates | Place your (X) in this column |
|-----|---------------------|-------------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

SIGNATURE OF ELECTORAL OFFICER

DATE

SCHOOL STAMP



Northern Cape Department of Education



ANNEXURE F

COUNTED BALLOT PAPERS AND DECLARATION OF NUMBER OF VOTES

NAME OF DISTRICT: _____

NAME OF SCHOOL: _____

COMPONENT (Please tick with an (X) in the appropriate box)

EDUCATOR: ☐ NON-EDUCATOR: ☐ PARENT: ☐

DATE OF ELECTIONS NOMINATION:

| No | Names of candidates (Most to least votes) | Total no. of votes |
|-----|---|--------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

TOTAL NUMBER OF ELIGIBLE VOTERS:

TOTAL NUMBER OF CASTED VOTES:

SPOILED PAPERS:

FULL NAMES OF ELECTORAL OFFICER

SIGNATURE OF ELECTORAL OFFICER

DATE

SCHOOL STAMP



Northern Cape Department of Education



ANNEXURE G

ELECTION DECLARATION FORM

NAME OF DISTRICT: _____

NAME OF CIRCUIT: _____

NAME OF SCHOOL: _____

NAME OF ELECTORAL OFFICER: _____

DATE OF ELECTIONS FOR:

Parent component: _____

Educator component: _____

Non-Educator component: _____

Learner component: _____

Complete the relevant section

SECTION A: Undisputed Elections

As the Electoral Officer for the above-mentioned elections I declare that the election of all components were undisputed.

Signature: _____ Date: _____

SECTION B: Disputed Elections

As the Electoral Officer for the above-mentioned I declare that the following component/s of the election was/were disputed

And hereby provide the detail of the said dispute/s.

Signature: _____

Date: _____



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ANNEXURE "H1"

(To be completed by Ordinary Public Schools only)

SCHOOL GOVERNING BODY DATA FORM

(NB: This form must be submitted after the school's election and every time a vacancy is filled through a by election by the School Principal including updating the SASAMS Governance Model)

DISTRICT: _____

NAME OF SCHOOL: _____ EMIS NO. _____ CIRCUIT: _____

CIRCUIT MANAGER: _____

SCHOOL STAMP

| Surname & Initials | ID / Residential Permit Number | Gender | | Race | | | | | Disability | | Contact Number | SGB Portfolio | SGB Committee | Previous SGB experience in years |
|--------------------|--------------------------------|--------|---|------|---|---|---|--|------------|----|----------------|---------------|---------------|----------------------------------|
| | | F | M | A | C | W | I | | YES | NO | | | | |

| | | | | | | | | | | | | | | |
|---------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Principal | | | | | | | | | | | | | | |
| Parents | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | |
| 6. | | | | | | | | | | | | | | |
| 7. | | | | | | | | | | | | | | |
| 8. | | | | | | | | | | | | | | |
| 9. | | | | | | | | | | | | | | |
| Educators | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | |
| Non-Educators | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |

| Surname & Initials | ID / Residential Permit Number | Gender | | Race | | | | Disability | | Contact Number | SGB Portfolio | SGB Committee | Previous SGB experience in years |
|--------------------|--------------------------------|--------|---|------|---|---|---|------------|----|----------------|---------------|---------------|----------------------------------|
| | | F | M | A | C | W | I | YES | NO | | | | |

| | | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Learners | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | |
| Co-opted Members (indicate the special education needs expertise for which the member is co-opted - beneath the name) | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| Special education needs expertise | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| Special education needs expertise | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| Co-opted Members of the Community (indicate the SGB function for which the member was co-opted to assist with - beneath the name) | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| SGB Function: | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| SGB Function: | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

| Surname & Initials | ID / Residential Permit Number | Gender | Race | Disability | Contact Number | SGB Portfolio | SGB Committee | Previous SGB experience in years |
|--------------------|--------------------------------|--------|---------|------------|----------------|---------------|---------------|----------------------------------|
| | | F M | A C W I | YES NO | | | | |

[illegible]

NO. OF SGB MEMBERS (Including the Principal): _____

CIRCUIT: _____

CIRCUIT MANAGER: _____

SCHOOL STAMP



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ANNEXURE "H2"

(To be completed by Public school for learners with special education needs **only**)

SCHOOL GOVERNING BODY DATA FORM

(NB: This form must be submitted after the school's election and every time a vacancy is filled through a by election by the School Principal including updating the SASAMS Governance Model)

DISTRICT: _____

NAME OF SCHOOL: _____

EMIS NO. _____

CIRCUIT: _____

CIRCUIT MANAGER: _____

SCHOOL STAMP

| Surname & Initials | ID / Residential Permit Number | Gender | | | Race | | | | | Disability | | Contact Number | SGB Portfolio | SGB Committee | Previous SGB experience in years |
|--------------------|--------------------------------|--------|---|--|------|---|---|---|-----|------------|--|----------------|---------------|---------------|----------------------------------|
| | | F | M | | A | C | W | I | YES | NO | | | | | |
| Principal | | | | | | | | | | | | | | | |
| Parents | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | | |
| 6. | | | | | | | | | | | | | | | |
| 7. | | | | | | | | | | | | | | | |
| 8. | | | | | | | | | | | | | | | |
| 9. | | | | | | | | | | | | | | | |
| Educators | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | |
| Non-Educators | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | |

| Surname & Initials | ID / Residential Permit Number | Gender | | Race | | | | Disability | | Contact Number | SGB Portfolio | SGB Committee | Previous SGB experience in years |
|--------------------|--------------------------------|--------|---|------|---|---|---|------------|----|----------------|---------------|---------------|----------------------------------|
| | | F | M | A | C | W | I | YES | NO | | | | |

| | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Learners | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | |
| Governing body members Appointed from the categories of persons referred to in the Act, Section 24 (1) (a), (e), (f), (g), (h), and (i) (LSEN schools) | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Co-opted Members (indicate the area of expertise beneath the name) | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

➤ NB: Where persons referred to in Section 24 (a), (e), (f), (g) and (i) of the Act have been Appointed, Please attach copies of Official letters from their organisation/sponsoring body appointing them to serve as representatives on the Governing Body.

| NUMBER OF LEARNERS ENROLLED AT THE SCHOOL | | African | White | Coloured | Indian | Total |
|---|--|---------|-------|----------|--------|-------|
| | | | | | | |

NO. OF SGB MEMBERS (Including the Principal): _____



Northern Cape Department of Education



ANNEXURE I

HANDOVER DOCUMENTS FROM OUTGOING SGB CHAIRPERSON TO NEWLY ELECTED SGB CHAIRPERSON

(These documents are the property of the school and must be kept safely by the School Principal.)

(A copy of this document must be submitted to the District Office 5 days after the Hand- Over process)

SCHOOL : _____

DISTRICT : _____

I, _____ (full names), the newly elected chairperson of the

School Governing Body of _____ (school's name) hereby certify that I have received the following documents from the outgoing chairperson:

| KEY AREA | ITEM | Mark with a cross (X) where applicable | |
|----------------|---|--|----|
| | | YES | NO |
| 1. LEGISLATION | 1.1 The South African School Act (SASA), 1996 (Act 84 of 1996) | | |
| | 1.2 Policy for the consideration of governing bodies in adopting a code of conduct for learners (General Notice of 15 May 1998) | | |
| | 1.3 Amended National norms and standards for school funding (General Notice no. 646 of 27 August 2012) | | |
| | 1.4. Relevant Sections of EEA - PAM e.g. CHAPTER B | | |
| | 1.4 Circular 74/ 2009 – conducting disciplinary hearing against learners. | | |
| | 1.5 Office Notice 10 of 2007 – Notice determining conduct that constitutes serious misconduct in public schools in the Northern Cape and related matters. | | |

| KEY AREA | ITEM | Mark with a cross (X) where applicable | |
|-------------------------------|---|--|----|
| | | YES | NO |
| | 1.6 Official Notice 27 of 2005 – code of conduct for members of governing bodies in public schools. | | |
| | 1.7 The Constitution of the School Governing Body | | |
| | 1.8 The vision and mission statement of the school | | |
| | 1.9 Action plans for the following year based on the school development plan | | |
| 2. POLICIES | 2.1 Admission policy | | |
| | 2.2 Policy regarding school sport and cultural activities | | |
| | 2.3 Policy regarding use of school buildings and facilities by non-school community members | | |
| | 2.4 Policy on occupational health and Safety | | |
| | 2.5 Religious policy | | |
| | 2.6 Language policy | | |
| | 2.7 HIV and AIDS policy | | |
| | 2.8 Code of conduct for learners | | |
| | 2.9 School's policy regarding payment of school fees and the school's sliding scale for determining partial exemption | | |
| 3. FINANCIAL RESOURCES | 3.1 Finance Com minute book | | |
| | 3.2 Copy of assets register of school | | |
| | 3.3 Cash book | | |
| | 3.4 Receipt book (current) (Serial number :...) | | |
| | 3.5 Receipt book/s (completed) (Serial numbers :...) | | |
| | 3.6 Debit Cards and Pin Number Change | | |
| | 3.7 Petty cash (Amount :...) | | |
| | 3.8 Bank statements for period 1 January to 30 June of current financial year | | |
| | 3.9 Documentary proof of investment(s) (if any) | | |
| | 3.10 List of NGOs/partners approved by district and operating in schools | | |
| | 3.11 Copy of 10 th school day statistics | | |

| KEY AREA | ITEM | Mark with a cross (X) where applicable | |
|-------------------------------|--|--|----|
| | | YES | NO |
| | 3.12 Copies of contracts of all staff employed by the SGB | | |
| | 3.13 Audited Financial Statements for period 1 January to 31 December of previous year | | |
| | 3.14 School's financial policy | | |
| | 3.15 School approved budget for current financial Year | | |
| 4. LEARNER PERFORMANCE | 4.1 Copies of analysis of results of previous three years (grades 1 to 12) | | |
| | 4.2 Strategy to improve learner performance | | |
| | 4.3 The school's development plan | | |
| 5. Any other document(s) | | | |

OUTGOING CHAIRPERSON:

Name: _____

Signed: _____

Date: _____

ELECTED CHAIRPERSON:

Name: _____

Signed: _____

Date: _____

SCHOOL PRINCIPAL

Name: _____

Signed: _____

Date: _____

| |
|---------------------|
| SCHOOL STAMP |
|---------------------|



Northern Cape Department of Education



ANNEXURE J

DECLARATION ON THE VERIFICATION AND UPDATING OF PARENT DETAILS ON THE SCHOOL SASAMS LEARNER ADMISSIONS VOTERS ROLL

DISTRICT : _____

SCHOOL : _____ EMIS No. _____

I, _____

(Name and Surname of the School Principal) and school electoral team of the above named school hereby duly declare that:

| Nr | Statement | YES | NO |
|----|--|-----|----|
| 1 | Parents were given a 7 day notice to verify their registration details on the schools SASAMS learner admission register. | | |
| 2 | The verification and updating process the 8 th day after the notice and was completed 7 days prior to the nomination and election as per the regulation 14.2. | | |
| 3 | The record book of the school electoral team is a true reflection of the verification process. | | |

| The voters roll after the completion of verification and updating process indicate the following: | F | M | Total |
|--|---|---|-------|
| Registered parents prior to the verification and updating process. | | | |
| Number of parents who verified and updated their details. | | | |
| Final number of registered parents on the voters roll after the verification and updating process. | | | |

SIGNATURE OF PRINCIPAL

DATE



Northern Cape Department of Education

ANNEXURE K

SCHOOL GOVERNING BODY ELECTIONS PARENTS VOTERS ROLL

DATE (LAST UPDATED): DATE PRINTED:

| Learner Surname | Name(s) | ID Number | Present Grade and Class | Parent Surname | Parent Name(s) | Parent ID / Permit Number | Parent Signature for Quorum | Parent Signature for Ballot paper received |
|-----------------|---------|-----------|-------------------------|----------------|----------------|---------------------------|-----------------------------|--|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Declaration:

I, (Name and Surname) in my capacity as school principal hereby declare and confirm that:

- The voters' roll for parents is based on the school admission register as per the updated data on SASAMS;
- I have verified and updated all the data/information on the school's SASAMS database prior to the printing of this official parents voters roll.

Signature of the Principal

Date

SCHOOL STAMP



Northern Cape Department of Education



ANNEXURE: L

DISTRICT:

REPORTING TEMPLATE FOR SCHOOL ELECTORAL OFFICERS

NAME OF SCHOOL (WHERE YOU OFFICIATED):

NAME OF SCHOOL ELECTORAL OFFICER:

TOTAL NUMBER OF REGISTERED LEARNERS:

TYPE OF ELECTION MODE: INDICATE WITH AN (X)

NOMINATION AND ELECTION MODE: ☐ FULL DAY ELECTION MODE: ☐ E- ELECTION MODE: ☐

NB: The School Electoral Officer must submit this template within 5 days after the second meeting, if any to: IMGD District Officials

PART A

Please complete the table below

| COMPONENT | Date of Election | TIME | Number on voters' roll | Quorum needed | ACTUAL ATTENDANCE |
|-----------------------------------|------------------|------|------------------------|---------------|-------------------|
| Learners (if applicable) | | | | | |
| Member of Staff | | | | | |
| Educators | | | | | |
| Parents (1 st meeting) | | | | | |
| Parents (2 st meeting) | | | | None | |

| | YES | NO | COMMENTS |
|--|-----|----|----------|
| Did you as SEO sign the nomination and election mode notices for ALL components? | | | |
| Did the school issue reminders for the nomination and elections meeting in the language(s) used by the school community? | | | |
| Did the principal compile a voter's roll 14 days prior to the school's elections date? | | | |

| | | | |
|--|--|--|--|
| Did the principal issue a 7 day notice inviting parents to verify their details on the voters roll. | | | |
| Did the school have a resource person (deputy principal)? | | | |
| Did the school you officiated over, have a school elections team? | | | |
| If yes, how many members? | | | |
| Did the principal train the school elections team on their (roles and responsibilities (Election Regulations)? | | | |
| Were the members of the school elections team aware of their roles and responsibilities? e.g. door keepers, minutes, verification of voters, etc. | | | |
| Did the school elections team prepare ALL the necessary documents for the meeting? | | | |
| Did the school elections team arrive, at least, 30 minutes before the meeting? | | | |
| Did the principal ensure that the meeting venue is prepared? | | | |
| Did the parents' nomination and elections meeting meet requisite quorum for the first meeting? | | | |
| Number of parents present | | | |
| Number of parents who did not bring any form of identification to the meeting | | | |
| Second nomination and election meeting date | | | |

If the meeting did not quorate, the School Electoral Officer will ONLY complete PART A and PART C and complete a NEW Template for the second parent Election Mode.

PART B**STATISTICAL INFORMATION ON THE NOMINATION AND ELECTION AND THE MEMBERS ELECTED**

| | | | | |
|--|--|--|--|--|
| Did the meeting start on the advertised time? | | | | |
| If no, provide reasons | | | | |
| Were the following systems in place at the school: | | | | |
| <ul style="list-style-type: none"> Was the meeting venue prepared (clean with sitting arrangements)? | | | | |
| <ul style="list-style-type: none"> Was the voters roll available at a point where voters were verified when entering the meeting venue? | | | | |
| <ul style="list-style-type: none"> Where voters requested to produce proof of identification when entering the meeting venue? | | | | |
| <ul style="list-style-type: none"> Layout of the voting station | | | | |
| <ul style="list-style-type: none"> An identified person capturing the proceedings (taking minutes) | | | | |
| <ul style="list-style-type: none"> Availability of ALL elections documentation (Annexures). | | | | |
| <ul style="list-style-type: none"> Stamped ballot papers when issued | | | | |
| Did the School Electoral Officer explain the procedure for the nomination and elections to the voters? | | | | |
| Did the School Electoral Officer allow the nominees to introduce themselves? (Nomination and Election Mode) | | | | |
| Were persons needing assistance at their request helped during the election process? | | | | |
| Were the candidates present at the ballot count? | | | | |

| | | | |
|--|---|--|--|
| Is there a correlation between the number of ballot papers handed out and the counted number? | | | |
| 1) Total number of eligible voters | | | |
| 2) Number of ballot papers issued | | | |
| 3) Number of spoiled papers | | | |
| 4) Number of correct / acceptable ballot papers | | | |
| Were spoilt ballot papers disqualified? | | | |
| If yes, how many? | | | |
| Was there any dispute /s raised / registered with the School Electoral Officer during the elections? | | | |
| If yes, what was the nature of the dispute/s and how did you respond to it? | <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> | | |
| Did the School Electoral Officer announce the election results to the meeting? | | | |
| Did the School Electoral Officer declare the elections free and fair? | | | |

PART C

NB: Should you require to give more information than the space provided, you are welcome to attach a separate page to this report

CHALLENGES

| COMPONENT | Process followed | | Vacancies per component | Number of nominees | Number of persons elected | Gender | | Race | | | | | Disability | |
|--------------------------|------------------|----------|-------------------------|--------------------|---------------------------|--------|---|------|---|---|---|-------|------------|---|
| | Duly elected | Voted in | | | | M | F | A | C | W | I | Other | Y | N |
| Learners (if applicable) | | | | | | | | | | | | | | |
| Member of staff | | | | | | | | | | | | | | |
| Educators | | | | | | | | | | | | | | |
| Parents | | | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | | | |

GENERAL COMMENTS/RECOMMENDATIONS:

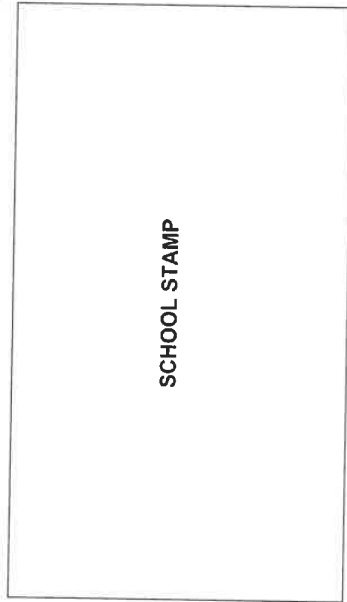
.....

.....

Signature of Electoral Officer:

Date:

.....





Northern Cape Department of Education



ANNEXURE: M

DISTRICT: _____

SCHOOL GOVERNING BODY ELECTIONS

STATE OF READINESS CHECKLIST

(Kindly submit this checklist 14 days prior to the date of the first nomination and election)

NAME OF SCHOOL: CIRCUIT:

NAME OF PRINCIPAL:

NAME OF CIRCUIT MANAGER:

TOTAL NUMBER OF LEARNERS AT THE SCHOOL:

NAME OF SCHOOL ELECTORAL OFFICER:

Please send this form to IMGD District Officials

GLOSSARY

- School Electoral Officer – SEO
- School Elections Team – SET
- School Governing Body – SGB

Members to be elected per component as per Annexure A and the 15% quorum

| COMPONENT | TOTAL ON THE VOTERS' ROLL | 15% QUORUM NEEDED | NUMBER TO BE ELECTED | ELECTION MODE | ELECTION DATE |
|-----------------|---------------------------|-------------------|----------------------|---------------|---------------|
| Learners | | | | | |
| Member of Staff | | | | | |
| Educators | | | | | |
| Parents | | | | | |

| QUESTION | Yes | No | COMMENTS | ACTION |
|----------|-----|----|----------|--------|
|----------|-----|----|----------|--------|

| | | | | |
|--|--|--|--|--|
| 1. Does the school have an SGB Elections File? | | | | |
| 2. Does the school have a signed copy of the SGB Election Regulations on file? | | | | |
| 3. Did the principal and deputy principal attend the SEO training? | | | | |
| If no, provide reasons and how to be on par with the training content | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 3. Is the school aware who is its SEO? | | | | |
| 4. Is communication happening between the principal and SEO to ensure that the process happens without glitches? | | | | |
| 5. Has the school principal appointed a Resource Person to act as a Deputy School Electoral Officer | | | | |
| 6. Is the SEO aware of whom the Resource Person to act as a deputy electoral officer will be? | | | | |
| 7. Has the School Electoral Officer signed the nomination and Election notices for ALL components? | | | | |
| 8. Has the nomination and election notices been dispatched? | | | | |
| If yes, by when and how? | | | | |
| | | | | |
| 9. Did the school submit its election dates for ALL components | | | | |

| | | | | | |
|--|--|--|--|--|--|
| to the district office? | | | | | |
| 10. Is the voters roll for parents developed as per Annexure K? | | | | | |
| 11. Does the school have a suitable venue for the nomination and election mode for parents? | | | | | |
| a) If not, where will the nomination and election mode for parents be held? | | | | | |
| 12. Did the principal establish a School Election Team (SET) | | | | | |
| 13. Did the principal train the SET on their individual roles and Responsibilities (election regulations)? | | | | | |
| 14. If yes, provide the date. | | | | | |
| 15. Did the principal introduce the SET to the SEO and outline the individual responsibilities? | | | | | |
| 16. Number of School Election Team members | | | | | |
| 17. Provide names of the team members (you may add if more than 10): | | | | | |
| 1. Deputy SEO: | | | | | |
| 2. Admin clerk: | | | | | |
| 3..... | | | | | |
| 4..... | | | | | |
| 5..... | | | | | |
| 6..... | | | | | |
| 7..... | | | | | |

| | | | |
|---|-------------------------|--|--|
| 8..... | | | |
| 9..... | | | |
| 10..... | | | |
| 18. Does the school have an advocacy and management plan in place? | | | |
| 19. Is that plan being adhered to? | | | |
| If not, provide reasons for the deviation | | | |
| 20. Has the advocacy and management plan been submitted to the District office? | | | |
| If not, provide reasons for that: | | | |
| 21. Has provision been made for possible load shedding or any other challenge that might hamper the election process? | | | |
| If yes, provide details of the plan. | | | |

| |
|---|
| |
| |
| 22. Is there any support that is needed from the District Office to ensure that a credible election for ALL components is held? |
| |
| |
| |
| |

| DOCUMENTS TO BE ATTACHED TO THIS TEMPLATE | | PLEASE MARK IN THE CORRECT COLUMN | |
|---|--|-----------------------------------|----|
| | | YES | NO |
| 1. Signed notices for ALL the components | | | |
| 2. SGB Election Dates Template - Annexure B | | | |
| 3. Proof of communication between the principal and the SEO | | | |

| | | |
|--|--|--|
| 4. Appointment letter for the Resource Person acting as Deputy School Electoral Officer | | |
| 5. Evidence of training for the School Elections Team (Invite, programme, attendance register, etc.) | | |
| 6. Evidence of meetings between the principal, SEO and SET (Invite, minutes and attendance register) | | |
| 7. School Election Advocacy and management Plan | | |

I the principal of confirms that our school is ready /
NOT ready to hold a credible election

Name of Principal: Signature:

Date:



ALGEMENE KENNISGEWING 511 VAN 2024

SUID-AFRIKAANSE SKOLEWET, 84 VAN 1996 soos gewysig

REGULASIES VIR DIE VERKIESING VAN EN BEPALING VIR DIE GRONDWET VAN 'N SKOOLBEHEERLIGGAAM

Ek, die ondergetekende **mnr. Zolile Monakali** Lid van die Uitvoerende Raad (LUR) vir Onderwys in die Noord-Kaapprovinsie en handelend ingevolge Artikel 28 van die Suid-Afrikaanse Skolewet, 1996 (gelees met artikel 31 van die Noord-Kaapse Wet op Skoleonderwys, 1996), en Artikel 18 (1) van die Suid-Afrikaanse Skolewet 1996, publiseer hiermee in die Bylae hiertoe, die Noord-Kaapse Regulasies vir die Verkiesing van Skoolbeheer, en die minimumvereistes waaraan die Grondwet van die Skoolbeheerliggaam van Openbare Skole moet voldoen.



Mnr. Zolile Monakali (LPW)
LUR: ONDERWYS

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SKEDULE

Om voorsiening te maak vir 'n eenvormige stelsel vir die organisering en verkiesing van skoolbeheerliggame 2024; om sekere SBL-verkiesingsregulasies met betrekking tot openbare skole te wysig en te herroep en om voorsiening te maak vir aangeleenthede wat daarmee verband hou.

1. Definisies

Enige woord of uitdrukking waaraan 'n betekenis in die Wet geheg is, sal dieselfde betekenis in hierdie regulasies hê, tensy die konteks anders aandui.

“afstand-e-stemming” beteken e-stemmerij waar die uitbring van die stem gedoen word deur 'n toestel wat nie deur 'n verkiesingsbeampte beheer word nie;

“borgliggaam” beteken 'n organisasie of entiteit wat finansiële, administratiewe of ander tipes ondersteuning verleen aan 'n openbare skool vir leerders met spesiale onderwysbehoefte om te verseker dat dit doeltreffend werk. Die borgliggaam kan 'n nie-winsgewende organisasie, privaat korporasie of enige ander entiteit wees wat 'n gevestigde belang in die sukses en welstand van die skool het.

“dae” beteken kalenderdae, insluitend Saterdag, Sondag en openbare vakansiedae;

“Departementshoof” beteken die hoof van die onderwysdepartement in die provinsie;

“die Wet” beteken die Suid-Afrikaanse Skolewet, 1996 (Wet 84 van 1996), soos gewysig.

“distriksverkiesingsbeampte” beteken 'n aangestelde distriksbeampte by 'n distrikskantoor wat verantwoordelik is vir die toesighouding oor en die bestuur van die verkiesingsproses in die distrik;

“elektroniese stembus” beteken die elektroniese wyse waarop die stemme gestoor word voordat dit getel word;

“e-stemmerij” is 'n e-verkiesing wat die gebruik van elektroniese middele in ten minste die uitbring van die stem behels;

“e-stemstasie” is die stemlokaal vir 'n e-verkiesing wat op 'n plek is soos bepaal deur die Skoolverkiesingsbeampte;

“e-stemstelsel” is die hardeware, sagteware en prosesse wat elektroniese middele gebruik om 'n keuse te maak tussen opsies in 'n verkiesing;

“e-verkiesing” beteken 'n skoolbeheerliggaamverkiesing waarin elektroniese middele in een of meer fases gebruik word;

“KNS-stelsel” beteken die kandidaat-nominasiestelsel, ’n veilige elektroniese stelsel, wat gebruik moet word vir die elektroniese indiening van die inligting en dokumente wat in hierdie Regulasies beoog word;

“lid” beteken ’n lid van die beheerliggaam;

“Lid van die Uitvoerende Raad” is die Lid van die Uitvoerende Raad wat verantwoordelik is vir onderwys in die provinsie;

“nie-opvoeder-personeellid” is ’n persoon aangestel volgens die Staatsdienswet of die Suid-Afrikaanse Skolewet wat nie ’n opvoeder by ’n skool is nie;

“openbare skool” kan wees –

- i. ’n gewone openbare skool; of
- ii. ’n openbare skool vir leerders met spesiale onderwysbehoefte; of
- iii. ’n openbare skool wat onderwys bied met ’n gespesialiseerde fokus op talent, insluitend sport, uitvoerende kunste of skeppende kunste.

“opvoeder” beteken enige persoon, buiten ’n persoon wat aangestel is om uitsluitlik buitemuurse pligte uit te voer, wat ander persone onderrig, opvoed of oplei of wat professionele opvoedkundige dienste lewer, insluitend professionele terapie en opvoedkundige sielkundige dienste, by ’n openbare skool;

“ouer” beteken –

- i. die biologiese of aanneemouer of wettige voog van ’n leerder;
- ii. die persoon wat wettiglik geregtig is op toesig oor ’n leerder; of
- iii. die persoon wat onderneem om die verpligtinge na te kom van ’n persoon bedoel in paragrawe (a) en (b) ten opsigte van die leerder se opvoeding op skool;

“provinsiale verkiesingsbeampte” beteken ’n aangestelde provinsiale beampte by ’n provinsiale kantoor wat verantwoordelik is vir die toesighouding oor en die bestuur van die verkiesingsproses in die provinsie;

“skool” beteken ’n gewone openbare skool of ’n openbare skool vir leerders met spesiale onderwysbehoefte wat leerders in een of meer grade vanaf graad R tot graad 12 inskryf.

“skoolhoof” beteken ’n opvoeder wat aangestel is of optree in ’n pos wat as hoof van ’n skool gevestig is;

“skoolverkiesingsbeampte” beteken die skoolhoof van ’n ander skool. In uitsonderlike gevalle kan die Distriksdirekteur ’n onderwysbeampte aanstel wat opgelei is om die verkiesingsproses van die skool te bestuur.

“**verteenwoordigende raad van leerders**” beteken ’n verteenwoordigende raad van leerders wat ingevolge artikel 11 van die Wet ingestel is;

“**voldag**” beteken ’n ononderbroke verkiesingstydperk gedurende die dag wat ’n tydperk van 12 uur dek, wat nie later as 20:00 sal aanhou nie;

2. **Aansoek**

Hierdie regulasies is van toepassing op alle openbare skole in die Noord-Kaapprovinsie en tree in werking met publikasie in die Provinsiale Koerant.

3. **Samestelling van skoolbeheerliggame**

Die aantal ouer-, opvoeder- en leerderlede van ’n beheerliggaam sal wissel na gelang van die tipe en gradering van die skool, soos volledig uiteengesit in **Bylae “A” (i) en (ii)**.

4. **Samestelling van beheerliggame van gewone openbare skole**

4.1 ’n Beheerliggaam van ’n gewone openbare skool sal bestaan uit:

- a) verkose lede;
- b) die skoolhoof, in sy of haar amptelike hoedanigheid;
- c) Gekoöpteerde lede.

4.2 Verkose lede van die beheerliggaam sal bestaan uit ’n lid of lede van elk van die volgende kategorieë:

- a) ouers van die leerders wat tot die skool toegelaat word;
- b) opvoeders werksaam by die skool;
- c) nie-opvoeder-personeellede werksaam by die skool; en
- d) leerders in die agtste graad of hoër toegelaat tot die skool.

5. **Samestelling van beheerliggame van openbare skole vir leerders met spesiale onderwysbehoefte**

Die skoolbeheerliggaam (SBL) van ’n openbare skool vir leerders met spesiale onderwysbehoefte word saamgestel soos voorgeskryf in artikel 24 (1)(a) – (j) van die Wet.

5.1 Die aantal lede per kategorie vir:

- a. ouers van leerders by die skool, indien dit redelikerwys uitvoerbaar is;
- b. opvoeders;
- c. personeellede by die skool wat nie opvoeders is nie;
- d. en leerders wat in graad agt en hoër is, indien dit redelikerwys uitvoerbaar is, sal wees volgens **Bylae “A” (ii)**: Samestelling van Beheerliggame van openbare skole vir leerders met spesiale onderwysbehoefte. Die prosedure soos beskryf in regulasies (12, 14, 15, 16, 17, 18, 19, 20 en 21) is van toepassing op die verkiesings van hierdie kategorieë.

5.2 Lede van elke kategorie bedoel in Artikel 24(1) (e) – (i) van die Wet moet die Departementshoof binne 14 dae ná die skool se verkiesing voorsien van aanstellingsbriewe van hulle organisasie vir die duur van die beheerliggaam se ampstermyn.

5.3 Enige lid van die beheerliggaam wat verkies of aangestel word uit die kategorieë persone waarna verwys word in die Wet, Artikel 24 (1) (a), (e), (f), (g), (h) en (i), kan as die voorsitter dien.

6 Kriteria vir verteenwoordiging in openbare skole

6.1 Kriteria vir die bereiking van die hoogste uitvoerbare vlak van verteenwoordigendheid van lede van die beheerliggaam soos voorgeskryf in Artikel 28 (e) van die Wet.

6.2 Verteenwoordigendheid verwys na die volgende aspekte:

- a) Ras;
- b) Geslag;
- c) Gestremdheid

6.3 Die skoolbeheerliggaam sal as deel van sy vergaderings sowel as met ouers die aspek van verteenwoordigendheid bespreek ter voorbereiding van die driejaarlikse skoolbeheerliggaamverkiesings en tussenverkiesings.

6.4 Nominasies sal die aspek van verteenwoordigendheid weerspieël waar prakties of moontlik.

6.5 Voor die verkiesing van ampsdraers sal die skoolhoof die lede van die beheerliggaam bewus maak van hulle verantwoordelikhede.

7 Profiel van 'n beheerliggaam

Die besonderhede van elke lid van 'n SBL moet aangeteken word soos per **Bylae "H1"** vir gewone openbare skole of **Bylae "H2"** vir openbare skole vir leerders met spesiale onderwysbehoefte en by die distrikskantoor ingedien word. Hierdie data moet bygewerk word wanneer 'n tussenverkiesing gehou word en op 'n jaarlikse grondslag wanneer ampsdraers verkies word.

8 Gekoöpteerde lidmaatskap

8.1 Die beheerliggaam van 'n gewone openbare skool wat onderwys aan leerders met spesiale behoeftes verskaf, moet, waar prakties moontlik, 'n persoon of persone met kundigheid rakende die spesiale onderwysbehoefte van sodanige leerders koöpteer.

8.2 'n Beheerliggaam kan 'n lid of lede van die skoolgemeenskap koöpteer om hom te help om sy funksies te verrig. Sodanige koöptering moet deur die beheerliggaam bespreek, onderskryf en skriftelik aan die betrokke gemeenskapslid gekommunikeer word. 'n Gekoöpteerde lid mag die beheerliggaamvergadering bywoon wanneer

sy gebied van kundigheid benodig word. Besonderhede van gekoöpteerde lid/lede moet op die beheerliggaam se datavorm, **Bylae "H"**, aangeteken wees.

- 8.3 Die beheerliggaam van 'n openbare skool bedoel in artikel 14 mag die eienaar van die eiendom waarop die skool is of die genomineerde verteenwoordiger van sodanige eienaar koöpteer.
- 8.4 Behoudens regulasie 8.6 het gekoöpteerde lede nie stemreg op die beheerliggaam nie.
- 8.5 Indien die getal ouers op enige stadium nie meer is as die gesamentlike totaal van ander lede met stemreg nie, moet die beheerliggaam tydelik ouers met stemreg koöpteer.
- 8.6 Indien 'n ouer met stemreg gekoöpteer word, kom daardie koöptering tot 'n einde wanneer die vakature gevul is deur 'n tussenverkiesing wat gehou moet word binne 90 dae nadat die vakature beskikbaar geraak het.

9 Ampstermyn van lede en ampsdraers van beheerliggame

- 9.1 Die ampstermyn van 'n lid van 'n beheerliggaam wat nie 'n leerder is nie, mag nie 'n tydperk van drie jaar oorskry nie.
- 9.2 Die ampstermyn van 'n lid van 'n beheerliggaam wat 'n leerder is, mag nie 'n tydperk van een jaar oorskry nie.
- 9.3 Die ampstermyn van 'n ampsdraer van 'n beheerliggaam mag nie 'n tydperk van een jaar oorskry nie.
- 9.4 'n Lid of ampsdraer van 'n beheerliggaam kan, soos die geval mag wees, ná die verstryking van sy of haar ampstermyn herkies of gekoöpteer word.

10 Verkiesbaarheid

- 10.1 'n Persoon sal onbevoeg wees om 'n lid van 'n beheerliggaam te wees indien hy of sy:
- a) 'n geestesgesondheid het en as sodanig verklaar is deur 'n bevoegde hof;
 - b) 'n ongerehabiliteerde insolvente persoon is;
 - c) skuldig bevind is aan 'n strafregtelike oortreding en gevonnissen is tot gevangenisstraf in 'n geregshof in Suid-Afrika of in die buiteland, sonder die opsie van 'n boete vir 'n tydperk van langer as ses maande óf nog nie sy of haar volle gevangenisstraf uitgedien het nie;
 - d) ongeskik verklaar is om met kinders te werk soos bepaal ingevolge die Kinderwet, 2005 (Wet 38 van 2005), die Wysigingswet op die Strafbereg (Seksuele Misdrwywe en Verwante Aangeleenthede) 32 van 2007; of
 - e) skuldig bevind is aan 'n daad van wangedrag ten opsigte van sy of haar verrigting van beheerliggaamfunksies ingevolge die Provinsiale Gedragskode vir lede van beheerliggame in openbare skole.

- 10.2 Indien 'n persoon wat as lid van 'n beheerliggaam verkies is nie meer binne die kategorie val waarvoor hy of sy benoem en verkies is nie, sal hy of sy ophou om 'n lid van die beheerliggaam te wees.
- 10.3 'n Ouer wat in diens van die skool is, mag nie as ouerlid van 'n beheerliggaam by die skool verkies word nie.
- 10.4 'n Skoolhoof van 'n skool sal nie verkies word as 'n opvoederlid van 'n beheerliggaam by die skool waar hy/sy aangestel is nie.
- 10.5 Geen leerder mag tot 'n beheerliggaam van 'n gewone openbare skool verkies word nie, tensy hy of sy in die agtste graad of hoër is en hy of sy 'n verkose lid van die Verteenwoordigende Raad van Leerders by die betrokke skool is.
- 10.6 Leerders met spesiale onderwysbehoefte wat in die agtste graad of hoër is, mag verkies word, slegs indien dit redelikerwys uitvoerbaar is.
- 10.7 'n Ouer mag slegs vir 'n ouerlid van die beheerliggaam stem en sal een stem ten opsigte van elke ouerkandidaat hê.
- 10.8 'n Opvoeder wat by 'n openbare skool werksaam is, sal slegs vir opvoederlede mag stem en het een stem ten opsigte van elke opvoederkandidaat.
- 10.9 'n Nie-opvoeder-personeelid mag slegs vir nie-opvoederlede stem en het een stem ten opsigte van elke nie-opvoederkandidaat.
- 10.10 Elke lid van die verteenwoordigende raad van leerders sal slegs vir 'n leerderlid mag stem, en sal een stem hê ten opsigte van elke genomineerde leerderkandidaat op die VRL.
- 10.11 Dit is die verantwoordelikheid van die geregistreerde ouer/s om die skoolhoof in te lig oor die verandering van persoonlike besonderhede, met stawende dokumente waar van toepassing.

11. Verkiesingsbeamptes

11.1 Provinsiale verkiesingsbeampte

Die Departementshoof sal 'n amptenaar van die departement as die provinsiale verkiesingsbeampte aanstel en die pligte van die provinsiale verkiesingsbeampte sal wees om:

- a) die nominasie- en verkiesingsproses in die provinsie te monitor;
- b) die sjablone aan te pas sodat dit by provinsiale moniteringsdoelwitte pas;

- c) die distriksverkiegingsbeampies te ondersteun;
- d) as skakel te dien tussen die Departementshoof en die distrikte;
- e) distriksverkiegingsbeampies aan te stel in oorleg met die distriksdirekteure;
- f) te verseker dat daar voldoende kennisgewing van die verkiesingsdatum is;
- g) te verseker dat provinsiale prosedures ten opsigte van verkiesings nagekom word;
- h) materiaal en prosedures te ontwikkel vir die opleiding van distriks- en skoolverkiegingsbeampies en -spanne, en om te verseker dat hierdie opleiding plaasvind soos beplan;
- i) te beoordeel op alle appelle wat voortspruit uit die nominasie- en verkiesingsproses;
- j) die verkiesingsproses in die provinsie te monitor en te evalueer;
- k) 'n databasis van SBL'e te ontwikkel ten opsigte van die opneem van die amp; en
- l) binne 30 dae ná ontvangs van die verslag van die distriksverkiegingsbeampies en die verkiesingsmonitors self 'n verslag oor die verkiesing vir die Departementshoof en LUR saam te stel, en in sodanige verslag die verslae van die verkiesingsmonitors in ag te neem;
- m) enige appelle te ondersoek en aan te spreek ten opsigte van geskille wat verband hou met die toepassing van hierdie regulasies wat deur die distriksverkiegingsbeampte ondersoek en afgehandel is, of klagtes wat ná die geskil- en appellydperk ontvang is.

11.2 Distriksverkiegingsbeampte

11.2.1 Die provinsiale verkiesingsbeampte sal, in oorleg met die distriksdirekteur, 'n distriksverkiegingsbeampte aanstel wat 'n senior distriksbeampte van die betrokke distrik sal wees. Die pligte van die distriksverkiegingsbeampte is om:

- a) 'n distriksverkiegingsplan aan te stel;
- b) die verkiesingsprosesse in die distrik te koördineer;
- c) die provinsiale verkiesingsbeampies te adviseer oor enige aangeleentheid rakende die verkiesings, en sal die implementering van hierdie regulasies in die distrik verseker;
- d) 'n bestuursplan saam te stel om hierdie regulasies te implementeer;
- e) skoolverkiegingsbeampies vir elke skool in die distrik aan te wys en ook te verseker dat elke skool 'n skoolverkiegingsplan op die been gebring het;
- f) te verseker dat elke verkiesingsbeampte wat by 'n skool in die distrik werk voldoende opgelei is om die verkiesings te ondersteun;
- g) te verseker dat alle skoolverkiegingsbeampies die provinsiale verkiesingsregulasies en ander dokumente betyds ontvang;
- h) te verseker dat verkiesingsvoorspraak ingevolge 'n provinsiale plan in die distrik gedoen word;
- i) die verkiesingsproses te monitor deur openbare skole tydens verkiesings te besoek;
- j) verkiesingsdatums vir alle openbare skole in die distrik saam te stel volgens Bylae "B";

- k) te verseker dat die skoolverkiesingsbeamptes die distrikskantoor skriftelik in kennis gestel het van die datums van die verkiesing en van die name en kontaknommers van die persone wat tot SBL'e verkies is;
- l) te verseker dat hulle die datavorm van die skoolhoof ontvang volgens **Bylae "H1"** vir gewone openbare skole of **Bylae "H2"** vir openbare skole vir leerders met spesiale onderwysbehoefes; en om dit binne 30 dae ná die skoolverkiesingsvergadering aan die distrik voor te lê;
- m) die provinsiale verkiesingsbeampte van 'n breedvoerige SBL-datavorm te voorsien binne 30 dae vanaf die finale verkiesingsdatum;
- n) 'n distriksverslag op te stel oor die verkiesing en dit binne 30 dae vanaf die finale verkiesingsdatum aan die provinsiale verkiesingsbeampte voor te lê;
- o) skoolverkiesingsbeamptes in staat te stel om die skoolverkiesingsproses te kan bestuur;
- p) erkenningsbriewe van nuutverkose beheerliggaamlede voor te berei sodat die distriksdirekteur dit kan onderteken en dit dan aan skole versprei.
- q) enige aangeleentheid wat nie in ooreenstemming met hierdie Regulasies is nie, te ondersoek en aan te spreek wanneer dit deur 'n lid van die publiek onder sy/haar aandag gebring word.

11.2.2 Die Distriksverkiesingspan sal bestaan uit:

- a) Distriksverkiesingsbeampte
- b) Distriksbeamptes

11.2.3 Die Distriksverkiesingspan sal:

- a) Die distriksverkiesingsbeampte met alle verkiesingspligte bystaan;
- b) Verantwoordelik wees vir 'n voorspraakstrategie om te verseker dat SBL-verkiesings goed geadverteer word onder alle belanghebbendes in die distrik;
- c) Toesig hou oor die verkiesings.

11.2.4 Die provinsiale en distriksverkiesingsbeamptes mag nie as lede van enige beheerliggaam van enige skool in die provinsie genomineer, verkies of gekoöpteer word nie.

11.3 Skoolverkiesingsbeampte

11.3.1 Die funksies van die skoolverkiesingsbeampte voor die verkiesingsvergadering is om:

- a) Die kennisgewings af te teken wat deur die Skoolhoof opgestel is en wat besonderhede bevat van die datum, tyd en plek van die verkiesingsmodus en verifikasie van ouer/voog-besonderhede op die skool se SASAMS-kieserslys. Die formaat van die kennisgewing moet wees soos per **Bylae "C1"** en **"C2"**.

11.3.2 'n Skoolverkiesingsbeampte sal nie genomineer of verkies word as 'n lid van 'n beheerliggaam van 'n skool waarvoor hy of sy die verkiesingsbeampte is nie.

11.3.4 Tydens die verkiesingsvergadering sal die skoolverkiesingsbeampte:

- a) die prosedure vir nominasies en verkiesings aan die kiesers verduidelik;
- b) die genomineerdes toelaat om hulleself ooreenkomstig hierdie regulasies voor te stel;
- c) die kiesers se aandag vestig op die bepalings van die Wet en van hierdie regulasies;
- d) die verkiesingsproses bestuur;
- e) ingryp en enige geskille op die dag van verkiesing oplos;

11.3.5 Die Skoolverkiesingspan moet:

- a) Die skoolhoof en skoolverkiesingsbeampte met al hulle pligte bystaan, insluitend die bywerking van oerbesonderhede op SASAMS;
- b) Verantwoordelik wees vir 'n voorspraakstrategie om te verseker dat SBL-verkiesings goed geadverteer word onder alle belanghebbendes;
- c) Help met die bywoningsregister en notule van die nominasie- en verkiesingsvergadering.

12. Die skoolhoof

Die verantwoordelikhede en funksies van die skoolhoof voor die verkiesing is om:

- a) kennisgewings van die verkiesing aan die volgende stemgeregtigdes te versprei: ouers, opvoeders, nie-opvoeders en leerders, nie minder nie as 21 dae voor die verkiesingsdatum;
- b) te verseker dat 'n harde kopie van die kennisgewing ten minste 21 dae voor die voorgestelde nominasie- en verkiesingsvergadering aan elke leerder oorhandig word met duidelike mondelinge opdrag aan die leerder om dit aan sy of haar ouer te oorhandig; en
- c) te verseker dat die kennisgewing van die datum, tyd en lokaal versprei word deur middel van alle ander kommunikasiemetodes wat vir die skoolgemeenskap werk, op voorwaarde dat dit geensins enige lid van die skoolgemeenskap benadeel nie;
- d) te verseker dat die kennisgewing in die skool se onderrigtaal is en, waar prakties, in die huistaal van leerders;
- e) kandidate se profile op die skoolterrein te vertoon ten minste drie (3) dae voor die verkiesing en, met die kandidaat se toestemming, kan dit elektronies na alle ouers gestuur word;
- f) te verseker dat nominasievorms beskikbaar is tydens die nominasie- en verkiesingsvergadering. Die formaat van die nominasievorm moet wees soos per **Bylae "D"**;

- g) te verseker dat daar 'n geskikte lokaal vir die verkiesingsvergadering is;
- h) elke bladsy te monitor, te stempel en te teken dat 'n akkurate kieserslys saamgestel is;
- i) te verseker dat 'n skoolverkiesingspan gestig is, operasioneel is en ondersteun word deur personeellede;
- j) te verseker dat die skoolverkiesingspan die prosedures verstaan wat van toepassing is, en dat al die hulpbronne wat vir die verkiesing benodig word, beskikbaar is.

13. Monitering en waarneming van verkiesings

13.1 Die provinsiale verkiesingsbeampte/distriksverkiesingsbeampte sal enige aantal persone aanstel om alle prosesse tydens al die SBL-verkiesings te monitor.

13.2 So 'n persoon/persone sal:

- a) toegang hê tot enige proses relevant tot die verkiesing, sover redelik moontlik;
- b) nie inmeng met enige proses met betrekking tot die verkiesing nie;
- c) 'n skriftelike verslag saamstel van sy waarnemings en dit binne 14 dae ná afloop van die verkiesing aan die provinsiale verkiesingsbeampte/ distriksverkiesingsbeampte voorlê.

13.3 SBL-verenigings en relevante belanghebbendes sal daarop geregtig wees om een waarnemer per openbare skool te ontplooi.

14. Die registrasie van kiesers

14.1 'n Kieserslys vir elk van die kategorieë moet beskikbaar wees met die name van alle stemgeregtigde ouers, opvoeders, personeellede en leerders. **Bylae "K"** bevat die kieserslys vir ouers.

- a) Dit is die verantwoordelikheid van die skoolhoof om te verseker dat ouers, leerders, opvoeders en nie-opvoeder-personeellede hulle besonderhede bywerk wanneer hulle besonderhede verander. Alle bywerkings en veranderinge aan die SASAMS-databasis **moet** kwartaalliks deur die skoolhoof geverifieer en goedgekeur word voordat die databasis na die distrik se EMIS-eenheid gestuur word;
- b) Die skoolhoof van 'n skool moet die skoolverkiesingsbeampte voorsien van 'n gestempelde en afgetekende kieserslys vir alle komponente op alle bladsye.

- I. Die kieserslys vir opvoeders moet bestaan uit alle opvoeders wat by die skool werksaam is;
- II. Die kieserslys vir nie-opvoederlede moet bestaan uit alle personeellede wat by die skool werksaam is;
- III. Die kieserslys vir leerders moet bestaan uit alle verkose VRL-lede by die skool;
- IV. Die kieserslys vir ouers; leerders; opvoeders; nie-opvoeder-personeellede moet gebaseer wees op die goedgekeurde, bygewerkte SASAMS-databasis van die skool.

- 14.2 Die skoolhoof moet 'n kennisgewing van 7 dae (**Bylae "C2"**) uitreik waarin ouers gevra word om hulle besonderhede op die kieserslys te verifieer. Die verifikasie- en bywerkingsproses moet vanaf die 8^{ste} dag begin en 7 dae voor die verkiesingsdatum voltooi wees.
- 14.3 Die skool sal aanvaar dat die ouers se besonderhede op die toelatingsregister korrek is indien ouers versuim om hulle besonderhede op die skooltoelatingsregister by te werk, soos gedurende die tydperk bedoel in regulasie 14.2.
- 14.4 Die besonderhede van die finaal geverifieerde en bygewerkte kieserslys moet op **Bylae "J"** aangeteken word en deur die skoolhoof afgeteken word as 'n ware rekord van alle geregistreerde ouers.
- 14.5 Alle voorstellers, sekondante en genomineerdes moet persone wees wat op die kieserslys verskyn. Die kieserslys vir alle kategorieë sluit 7 dae voor die stembag om te verseker dat die verkiesingsbeampte op die nominasie- en stemprosesse kan fokus en die gehalte van die kieserslys kan verseker.

15 Nominasie- en verkiesingsmodus

- 15.1 Die volgende verkiesingsmodus is beskikbaar:
- (a) Nominasie- en verkiesingsmodus (aanbeveel vir skole met 200 en minder leerders);
 - (b) Voldag-verkiesingsmodus ; of
 - (c) E-verkiesingsmodus.
- 15.2 Indien openbare skole in oorleg met die ouers verkies om die e-verkiesingsmodus te gebruik, moet die skool by die DH of sy/haar afgevaardigde aansoek doen, nie minder nie as 30 dae voor die datum van die verkiesing.
- 15.3 Met die toestaan van toestemming vir die verkiesingsmodus sal die DH of sy/haar afgevaardigde seker maak dat:
- a) die modus van die verkiesing in die beste belang van die openbare skoolgemeenskap en die openbare skool is en voorsiening sal maak vir maksimum deelname van kiesers aan die stemproses;
 - b) die verkiesingsmodus nie onregverdig sal diskrimineer teen enige potensiële kieser of groep kiesers nie;
 - c) voldoende voorsiening vir die nominasieproses gemaak word; en
 - d) voldoende hulpbronne beskikbaar is vir die voorkeurmodus.
- 15.4 Die DH of sy/haar afgevaardigde moet binne sewe (7) dae ná ontvangs van die kennisgewing reageer. Versuim om te reageer sal deur die openbare skool beskou word as bevestiging dat hulle kan voortgaan met die gekose verkiesingsmodus.

- 15.5 Die openbare skool kan skriftelik binne sewe dae vanaf die datum van kennisgewing van 'n besluit, ingevolge par. 15.3, skriftelik by die LUR verantwoordelik vir onderwys in die provinsie appelleer.
- 15.6 Die LUR verantwoordelik vir onderwys moet binne sewe (7) dae ná ontvangs van 'n appèl, soos beoog in paragraaf 14.5, die openbare skool skriftelik in kennis stel van sy of haar besluit en die redes vir die besluit.
- 15.7 Die Skoolhoof en uitgaande SBL moet die verkiesingsmodus aan die skoolverkiesingsbeampte kommunikeer sodat kennisgewings dienooreenkomstig aan ouers voorberei en onderteken kan word.
- 15.8 Die skoolverkiesingsbeampte moet die distriksverkiesingsbeampte van die verkiesingsmodus in kennis stel en die bestuursplan van die verkiesing 14 dae voor die verkiesing indien;
- 15.9 Die bestuursplan bedoel in subparagraaf 15.8 moet ten minste die volgende bevat:
- (a) Die voorgestelde datum vir die verkiesingsmodus;
 - (b) Die tyd wanneer die verkiesing sal begin, te wanneer stemlokale oop is en die sluitingstyd;
 - (c) Die tyd wanneer die stemme getel en uitslae bekend gemaak sal word;
 - (d) Die skedule vir skoolverkiesing-spanlede om die stemlokale te monitor om te verseker dat daar genoeg amptenare beskikbaar is sodat die proses kan voortgaan.
- 15.10 Die skoolverkiesingsbeampte moet voorbereide kennisgewings (**Bylae "C1"** en **"C2"**) in die voorgeskrewe vorms onderteken waarin die datum, tyd en plek van die nominasie en verkiesing genoem moet word. Die kennisgewings moet ooreenkomstig regulasies 12 en 20 versprei word.
- 15.11 Die skoolverkiesingsbeampte moet toesien dat die kennisgewings rakende die nominasies en verkiesings versprei en vertoon word soos aangedui in die regulasies.

16. Orde van verkiesings

- 16.1 Die skoolverkiesingsbeampte moet die beginsel van insluiting, deursigtigheid en demokrasie volg.
- 16.2 Die verkiesing van die ouerkomponent op die beheerliggaam sal gehou word ná die nominasies en verkiesings van die opvoeder-, personeellid- en leerderlede van die beheerliggaam.

17. Nominasie en verkiesing van opvoederlede

- 17.1 Die skoolhoof van 'n skool moet die skoolverkiesingsbeampte voorsien van 'n gestempelde en afgetekende kieserslys vir opvoeders op elke bladsy.

- 17.2 Die skoolverkiegingsbeampte moet in oorleg met die skoolhoof die datum, tyd en plek vir die nominasie- en verkiesingsvergadering vir opvoederlede bepaal.
- 17.3 Die skoolhoof moet toesien dat opvoeders by die skool die kennisgewing van die nominasievergadering ten minste 21 dae voor die dag van die vergadering ontvang het. Die formaat van die kennisgewing en die stembrief moet onderskeidelik volgens Bylae "C1" en "E" wees.
- 17.4 Die nominasie van 'n opvoeder sal geskied deur by die nominasie- en verkiesingsvergadering aan die skoolverkiegingsbeampte 'n nominasievorm voor te lê wat behoorlik voltooi en onderteken is deur 'n opvoeder in diens van die skool wat die nominasie maak, een opvoeder werksaam by die skool wat die nominasie ondersteun en die kandidaat.
- 17.5 Indien die totale aantal kandidate wie se nominasies aanvaar is:
- a) minder is as die aantal lede toegelaat vir die kategorie van die betrokke skool soos uiteengesit in Bylae "A"
 - i. Die nominasietyd sal verleng word met 'n tydperk van hoogstens 30 minute, en indien die nominasies steeds laer is as die vereiste getal wat toegelaat word vir die kategorie, sal die vergadering verdaag en moet die skoolverkiegingsbeampte 'n ander vergadering belê binne 'n tydperk van hoogstens 7 dae voor die ouers se nominasie- en verkiesingsvergadering. Lede wat voor die herskedulering van die vergadering genomineer is, sal tydens die geherskeduleerde verkiesing vir verkiesing benoem bly, maar verdere nominasies kan steeds ingedien en aanvaar word.
 - ii. Indien die totale aantal geldige nominasies na afloop van die tweede nominasievergadering ingevolge regulasie 17.5 (a) steeds laer is as die vereiste aantal opvoederlede, sal die skoolverkiegingsbeampte die genomineerde kandidate tot behoorlik verkies verklaar en die bepalinge van regulasie 8 sal van toepassing wees met dien verstande dat tussenverkiesings binne 90 dae ná die dag van sodanige verkiesing sal plaasvind en:
 - a) gelyk is aan die getal van die lede bedoel in regulasie 17.5 (a), moet die skoolverkiegingsbeampte al die genomineerdes verklaar as behoorlik verkies tot die beheerliggaam; of
 - b) groter is as die getal van die lede bedoel in regulasie 17.5 (a), moet 'n verkiesing per geheime stembrief gehou word.
- 17.6 Waar 'n skool slegs twee opvoeders op sy personeel het, mag die Skoolverkiegingsbeampte lootjies trek of 'n ander metode gebruik vir 'n ewekansige keuse tussen gelykop genomineerdes. Dit moet openlik en met die goedkeuring van die genomineerdes gedoen word.

18. Nominasie en verkiesing van 'n nie-opvoeder-personeellid

- 18.1 Die prosedure wat in regulasie 17 voorgeskryf word, is van toepassing op die nominasie en verkiesing van nie-opvoederpersoneellede: met dien verstande dat die formaat van die kennisgewing van die vergadering en die stembrief onderskeidelik volgens **Bylae "C1"** en **"E"** moet wees.
- 18.2 In gevalle waar daar geen nie-opvoeder-personeellid by 'n skool is nie, sal die posisie ongevul bly.
- 18.3 Waar daar een nie-opvoeder-personeellid is, sal hy of sy beskou word as behoorlik verkies tot die beheerliggaam.
- 18.4 Waar daar twee personeellede by 'n skool is, sal die skoolverkiesingsbeampte lootjies trek of 'n ander metode gebruik vir 'n ewekansige keuse tussen gelykop genomineerdes. In die geval van meer as twee nie-opvoeders moet 'n demokratiese verkiesing gehou word om te bepaal wie tot die beheerliggaam verkies word.

19. Nominasie en verkiesing van leerderlede

- 19.1 Die nominasie en verkiesing van 'n Verteenwoordigende Raad van Leerders tot die SBL moet gehou word ooreenkomstig die prosedure voorgeskryf deur Provinsiale Kennisgewing 110 van 2016 wat in Provinsiale Koerant 2054 gepubliseer is. Bylaes "A3" (kennisgewing van die vergadering), "B3" (nominasievorm) en "C2" (stembrief) moet ook ter ondersteuning van die proses gebruik word.
- 19.2 Die leerders moet bewus gemaak word van Artikel 32 van die Wet, wat die status van minderjariges op die beheerliggaam uiteensit.

20. Nominasie en verkiesing van ouerlede

20.1

- (a) Die skoolhoof moet in oorleg met die skoolverkiesingsbeampte kennisgewings opstel van die gekombineerde nominasie- en verkiesingsvergadering waarin die datum, tyd en plek van die verkiesingsmodus genoem word. Die formaat van die kennisgewing en die stembrief moet onderskeidelik volgens **Bylae "C1"** en **"E"** wees.
- (b) Die datum, tyd en plek moet oorweeg word wat die maksimum ouerdeelname aan die verkiesing moontlik sal maak.
- (c) **Bylae "J"** "Verklaring oor die verifikasie en opdatering van ouerbesonderhede op die kieserslys" moet voltooi en afgeteken wees 7 dae voor die nominasie- en verkiesingsvergadering.
- (d) Kennisgewings van die datum, tyd en plek van die nominasie en verkiesing moet versprei word deur alle middele van kommunikasie en moet vertoon word op prominente plekke in die skool en gemeenskap ten minste 21 dae voor die datum van die nominasie en verkiesing. Die nominasie en verkiesing van lede moet ooreenstem met die verkiesingsmodus wat die skool gaan gebruik.

20.2 Die skoolverkiegingsbeampte moet toesien dat:

- (a) Daar voldoen word aan die vereiste kworum van 15% voordat nominasies begin;
- (b) Die begin- en sluitingstyd vir nominasies aan die begin van die vergadering aangedui word;
- (c) Daar vir elke genomineerde 'n voorsteller en 'n sekondant is; en
- (d) Die genomineerde, voorsteller en sekondant op die kieserslys verskyn en teenwoordig is op die dag van die nominasie- en verkiesingsvergadering.

20.3 Indien daar nie by die eerste nominasie- en verkiesingsvergadering 'n kworum bereik word nie, moet die verkiesing geherskeduleer word vir nie minder nie as 7 of nie meer as 14 dae vanaf die datum van die eerste vergadering, in welke geval die prosedure soos in regulasie 20 voorgeskryf word, herhaal sal word.

20.4 Kandidate wat voor die herskedulering van die nominasie- en verkiesingsvergadering genomineer word, sal genomineer bly vir verkiesing op die geherskeduleerde vergadering, maar verdere nominasie kan steeds ingedien en aanvaar word.

20.5 Kennisgewing van die tweede verkiesingsvergadering moet duidelik noem dat geen kworum vir hierdie vergadering vereis word nie.

21. Kworum

'n Kworum van 15% word vereis vir bevestiging van die eerste SBL-verkiesing se uitslae.

22. Nominasie- en verkiesingsmodus

Vir hierdie modus is die nominasie en verkiesing twee sessies binne een vergadering. Wanneer die nominasiesessie eindig, begin die verkiesingsessie onmiddellik.

22.1 Nominasie van ouerlede

22.1.1 Die skoolverkiegingsbeampte in oorleg met die skoolhoof moet toesien dat die kennisgewings rakende die nominasies en verkiesings versprei, vertoon en aan ouers versprei word soos voorgeskryf in regulasie 12 (a - c).

22.1.2 Die skoolverkiegingsspan moet kiesers se bewyse van inligting op die kieserslys verifieer. 'n Groen strepieskode-identiteitsdokument of slimkaart, paspoort of geldige rybewys dien as bewys van 'n stemgeregtigde kieser.

22.1.3 'n Kworum van 15% van die totale aantal ouers op die kieserslys word vereis vir die nominasie- en verkiesingsmodus om te kan voortgaan.

22.1.4 Die skoolverkiesingsbeampte sal die tyd en duur van die nominasieproses bepaal: met dien verstande die toegewese tyd nie minder as 30 minute en nie meer as 1 uur is nie.

22.1.5 Die nominasie van 'n kandidaat sal tydens die nominasie- en verkiesingsvergadering plaasvind ooreenkomstig die volgende proses:

a) 'n Nominasie word gemaak gedurende die tyd wat toegelaat word vir nominasie mits sodanige nominasie deur 'n ander ouer ondersteun word en 'n nominasievorm behoorlik deur die voorsteller, die sekondant en die kandidaat voltooi word en in die vergadering by die verkiesingsbeampte ingedien word. Die voorsteller, sekondant en kandidaat moet teenwoordig wees by die nominasievergadering. Die nominasieproses moet in skriftelike formaat gedoen word; geen handopstekery sal toegelaat word nie.

b) Geen volmagstemme sal toegelaat word nie.

22.2 Nadat die nominasietyd verstryk het, moet die Skoolverkiesingsbeampte:

22.2.1 die nominasies oorweeg en die nominasie verwerp van enige kandidaat wat:

- a. nie genomineer is ooreenkomstig die prosedure soos uiteengesit in hierdie regulasies nie;
- b. nie in aanmerking kom om ingevolge hierdie regulasies genomineer en verkies te word nie;
- c. die name bekend maak van die kandidate wie se nominasies aanvaar is.

22.2.2 Indien die totale aantal kandidate wie se nominasies aanvaar is:

- a) minder is as die aantal lede toegelaat vir die kategorie van die betrokke skool soos uiteengesit in **Bylae "A"**,
 - i. die nominasietyd sal verleng word met 'n tydperk van hoogstens 30 minute, en indien die nominasies steeds laer is as die vereiste getal wat toegelaat word vir die kategorie sal die vergadering verdaag en moet die skoolverkiesingsbeampte 'n ander vergadering belê binne 'n tydperk van nie minder as 7 dae voor of meer as 14 dae ná die datum van die eerste vergadering nie. Lede wat voor die herskedulering van die vergadering genomineer is, sal tydens die geherskeduleerde verkiesing vir verkiesing benoem bly, maar verdere nominasies kan steeds ingedien en aanvaar word;
 - ii indien die totale aantal geldige nominasies na afloop van die tweede nominasievergadering steeds laer is as die vereiste aantal ouerlede, sal die skoolverkiesingsbeampte die genomineerde kandidate tot behoorlik verkies verklaar en die bepalinge van regulasie 8.5 en 8.6 sal van toepassing wees met dien verstande dat tussenverkiesings binne 90 dae ná die dag van sodanige verkiesing sal plaasvind.
- b) gelyk is aan die getal van die lede wat verwys word, sal die skoolverkiesingsbeampte al die genomineerdes as behoorlik verkies tot die beheerliggaam verklaar; of
- c) groter is as die aantal lede waarna in paragraaf 22.2.2 verwys word, sal 'n verkiesing per geheime stemming gehou word.

22.3 Uitbring van stemme

Die verkiesing sal gehou word op die datum, tyd en plek soos aangedui in die kennisgewing (**Bylae "C1"**) van die nominasievergadering.

22.3.1 Die skoolverkiesingsbeampte sal die prosedure verduidelik wat in die vergadering gevolg gaan word en moet ten

minste stipuleer dat elke genomineerde kandidaat die geleentheid sal hê om mondelings in die vergadering te noem:

- a) sy of haar naam;
- b) die name en grade van sy of haar kinders in die skool;
- c) beroep en ervaring of vaardighede; en
- d) sy of haar visie vir die bestuur van die skool, sodat ouers tydens die verkiesingsproses 'n ingeligte besluit kan neem.

22.3.2 Die verkiesing sal per geheime stemming geskied. Die formaat van die stembrief moet volgens **Bylae "E"** wees. Stembriewe wat uitgereik is, moenie na buite die stemlokaal geneem word nie.

22.3.3 Voordat die stembriewe uitgedeel word, moet die skoolverkiesingsbeampte seker maak dat elke stembrief die skoolstempel daarop het.

22.3.4 Die skoolverkiesingsbeampte moet die stemproses, die minimum en maksimum aantal kandidate waarvoor daar gestem moet word, asook hoe om die stem uit te bring, verduidelik.

22.3.5 Voor die verkiesingsvergadering moet die skoolverkiesingsbeampte die stembrief voorberei met die name van alle genomineerdes daarop, alfabeties gerangskik volgens die vanne.

22.3.6 'n Kieser moet in die geheim sy of haar stem op die stembrief aanteken en dan die stembrief in 'n boks of ander geslote houer plaas wat vir die doel daarvan voorsien word.

22.3.7 'n Persoon wat hulp nodig het, kan op eie versoek bygestaan word deur die skoolverkiesingsbeampte of 'n lid van die verkiesingspan in die teenwoordigheid van 'n getuie wat deur die kieser geïdentifiseer is.

22.4 Tel van stemme

22.4.1 Die verkiesingsbeampte moet die stembriewe oopmaak in die teenwoordigheid van moniteurs, waarnemers en genomineerdes wat teenwoordig wil wees.

22.4.2 Die skoolverkiesingsbeampte moet enige bederfde stembrief verwerp voordat die stemme wat vir elke kandidaat aangeteken is, getel word indien:

- a) die amptelike merk of stempel nie op die stembrief verskyn nie;
- b) meer stemme aangeteken is op die stembrief as die aantal lede wat verkies moet word;
- c) 'n stem so uitgebring is dat dit na die mening van die verkiesingsbeampte onseker is vir watter kandidaat of kandidate 'n stem uitgebring is.

22.4.3 Ná die verwerping van bederfde stembriewe moet die skoolverkiesingsbeampte:

- a) die stemme tel in die teenwoordigheid van elke kandidaat wat teenwoordig wil wees;
- b) aan die hele vergadering die naam aankondig van elke kandidaat en die aantal stemme wat vir elkeen uitgebring is; en
- c) die vorm voltooi volgens **Bylae "F"** wat die aantal stemme aandui wat elke kandidaat verkry het.

22.4.4 Die skoolverkiesingsbeampte moet die kandidate wat verkies is, in die dalende volgorde van die aantal stemme aankondig.

22.4.5 Waar die uitslag gelykop is ten opsigte van die aantal stemme wat deur twee of meer kandidate verkry is en dit die uitslag van die verkiesing raak, sal die skoolverkiesingsbeampte lootjies trek om 'n uitslag te verkry of 'n ander metode gebruik wat voorsiening maak vir 'n ewekansige keuse tussen die gelykop genomineerdes. Dit moet openlik gedoen word met goedkeuring van die genomineerdes en in die teenwoordigheid van moniteurs, waarnemers en genomineerdes wat teenwoordig wil wees.

22.4.6 Die skoolverkiesingsbeampte sal alle aangeleenthede rakende die nominasies en verkiesing beslis.

22.4.7 Die skoolverkiesingsbeampte sal ná die ouers se verkiesingsvergadering 'n verkiesingsverklaringsvorm voltooi volgens **Bylae "F"** en dit aan die distriksverkiesingsbeampte voorlê.

23. Voldag-verkiesingsmodus

Hierdie modus is 'n handmatige voldagverkiesing waar kiesers in persoon na die stemlokaal kom om hulle stemme uit te bring enige tyd binne die toegekende ure van die dag sonder dat enige vergadering gehou word. Die tel van stemme mag slegs voortgaan indien die getal stemme wat teen die einde van die stemmery uitgebring is daarop dui dat 'n 15%-kworum van kiesers bereik is.

23.1 Nominasie van ouerlede

- (a) Die skoolverkiesingsbeampte moet in oorleg met die skoolhoof toesien dat die kennisgewings rakende die nominasies en verkiesings versprei, vertoon en aan ouers versprei word soos voorgeskryf in regulasie 12 (a - c).

- (b) 'n Ouer moet slegs genomineer (**Bylae "D"**) en gesekondeer word deur 'n ouer van 'n leerder van die betrokke skool en wat op die kieserslys moet verskyn deur nie minder nie as 7 dae voor die aanvang van die verkiesingsdag by die skoolverkiesingsbeampte 'n nominasievorm in te dien wat behoorlik deur die voorsteller, sekondant en genomineerde voltooi is;
- (c) Die genomineerde moet die volgende inligting saam met die nominasievorm verskaf vir verspreiding aan ouers voor die verkiesingsdag:
 - i. 'n Onlangse paspoortgrootte foto
 - ii. Volle name
 - iii. Die name en grade van kind(ers) in die skool;
 - iv. Beroep, vaardighede en ervaring wat tot voordeel van die skool sal wees; en
 - v. Die genomineerde se visie vir die skool.
- (d) Met die toestemming van die kandidaat mag die profiele van alle genomineerde kandidate moet 3 dae voor die verkiesingsdag aan alle ouers versprei word.
- (e) Die proses in paragraaf 22.2.2 moet gedurende die nominasie en verkiesing gevolg word.

23.2 Verkiesing van ouerlede

- (a) Die skoolverkiesingsbeampte moet stembriewe opstel wat die name van alle genomineerde kandidate in alfabetiese volgorde bevat (**Bylae "D"**). Hierdie stembriewe moet die skoolstempel daarop hê, of 'n ander onderskeidende kenmerk wat verhoed dat daar met die stembriewe gepeuter word.
- (b) Genomineerde kandidate moet nommers toegeken word wat ooreenstem met die nommer langs hulle name op die stembrief.
- (c) Elke ouer wat op die kieserslys geverifieer word, moet 'n stembrief ontvang om 'n maksimum aantal ouers in die geheim te merk soos aangedui in **Bylae "A"**.
- (d) Die gemerkte stembrief moet gevou en in 'n stembus of enige geslote houer wat vir hierdie doel voorsien word, geplaas word.
- (e) 'n Persoon wat hulp nodig het, kan op sy of haar eie versoek deur die skoolverkiesingsbeampte bygestaan word in die teenwoordigheid van 'n getuie wat deur die kieser geïdentifiseer is.

23.3 Tel van stemme

- (a) Vir die tel van die stemme sal die prosedure soos beoog in regulasie 24 gevolg word.
- (b) Die tellery kan eers begin nadat bevestig is dat die 15%-kworum van stemme uitgebring is.
- (c) Indien daar nie by die eerste voldagverkiesing aan die kworum voldoen word nie, moet die verkiesing geherskedeer word nie minder as 7 of meer as 14 dae nie vanaf die datum van die eerste vergadering, in welke geval die prosedure voorgeskryf in paragraaf 20.1 van toepassing is.

24. E-verkiesingsmodus

E-verkiesing is 'n metode van verkiesing waarin elektroniese middele in een of meer fases gebruik word. Hierdie modus van verkiesing kan slegs gekies word deur skole wat die vermoë het om sulke verkiesings virtueel te lewer as gevolg van die beskikbare hulpbronne en waar die meerderheid van die ouerliggaam toegang het tot die vereiste tegnologie om aan die verkiesing te kan deelneem.

24.1 E-stemming – Operasionele vereistes

- (1) Die benoeming van lede moet ooreenkomstig paragraaf 24.1 plaasvind
- (2) 'n E-stemlokaal moet gevestig word op 'n plek soos bepaal deur die skoolverkiesingsbeampte waar die e-stemming kan plaasvind.
- (3) Die e-stemming en afstand-e-stemming moet gehou word op die datum en tyd en plek soos bepaal deur die skoolverkiesingsbeampte.
- (4) Die skoolhoof moet ten minste 14 dae voor die datum van die e-verkiesing:
 - (a) Die kiesers in duidelike en eenvoudige taal in kennis stel van die manier waarop die e-verkiesing sal plaasvind, en van enige stappe wat 'n kieser moet neem om deel te neem en te stem; en
 - (b) 'n Amptelike lys van die sagteware verskaf wat in die e-verkiesing gebruik moet word. Op die minste moet die sagteware wat gebruik word, en 'n kort beskrywing daarvan, aangedui word.
- (5) Afstand-e-stemming mag nie vroeër begin as die opening van die e-stemlokaal by die openbare skool nie. Afstand-e-stemming mag nie na afloop van die stemtydperk by die e-stemlokaal by die openbare skool voortgaan nie.
- (6) Voordat enige e-stemming plaasvind, moet die skoolverkiesingsbeampte homself/haarself daarvan vergewis dat die e-stemstelsel doeltreffend en korrek werk en dat die nodige veiligheidsmaatreëls bedoel in paragraaf 24.2 in plek is.
- (7) Vir elke e-stemkanaal moet ondersteunings- en riglynreëlings oor stemprosedures vir die kieser opgestel word en beskikbaar wees. In geval van afstand-e-stemming sal sulke reëlings ook beskikbaar wees deur middel van 'n ander algemeen beskikbare kommunikasiekanaal.
- (8) Die skoolverkiesingsbeampte moet toesien dat:
 - (a) die relevante sagteware en dienste deur alle kiesers gebruik kan word; en
 - (b) gebruikers, waar nodig en moontlik, voorsien word van bykomende fasiliteite, soos spesiale koppelvlakke of ander ekwivalente hulpbronne, soos persoonlike hulp.
- (9) Daar moet gelykheid wees in die metode van aanbieding van alle stemopsies op die toestel wat gebruik word vir 'n elektroniese stem.
- (10) 'n Lys van die genomineerdes wat ten minste die volgende moet stipuleer:
 - (a) 'n onlangse paspoortgrootte foto
 - (b) sy of haar naam;

- (c) die graad/grade van sy of haar kind/kinders in die skool;
 - (d) beroep en ervaring of vaardighede;
 - (e) visie vir die skool; en
- moet beskikbaar gestel word en op al die e-stemstelsels met gelykheid aangebied word, en ook op ander maniere voor die e-stemdatum in die openbaar beskikbaar gestel word.
- (11) Die skoolverkiegingsbeampte moet toesien dat die e-stemstelsel 'n egte stembrief aan die kieser voorsien. In die geval van afstand-e-stemming, sal die kieser ingelig word oor die manier om te verifieer dat 'n verbinding met die amptelike bediener bereik is en dat die egte stembrief aangebied is.

24.2 Tegniese vereistes vir die e-stemstelsel:

- (1) Om demokratiese verkiesings te verseker, moet die kieserskoppelvlakke van e-stemstelsels deur soveel mense as moontlik gebruik en verstaan kan word.
- (2) Die e-stemstelsel moet die geldigheid van die kieser verifieer voordat die stem uitgebring kan word.
- (3) Die e-stemstelsel sal die kieser verifieer en sal verseker dat slegs die toepaslike aantal stemme per kieser uitgebring en in die elektroniese stembus gestoor word.
- (4) Die e-stemstelsel sal verseker dat die kieser se keuse akkuraat in die stemming verteenwoordig word en dat die verseëelde stem die elektroniese stembus binnegaan.
- (5) Die e-stemstelsel sal die beskikbaarheid en integriteit van die stemme handhaaf. Dit sal ook die vertroulikheid van die stemme handhaaf en verseël hou tot by die telproses.
- (6) Na afloop van die e-stemtydperk moet geen kieser toegang tot die e-stemstelsel verkry nie.
- (7) Die e-stemstelsel moet maatreëls bevat sodat die dienste tydens die e-stemproses beskikbaar sal bly. Dit moet veral wanfunksionering of onderbrekings teëwerk.
- (8) Die skoolverkiegingsbeampte moet ten minste een persoon aanstel, op grond van kundigheid, wat toegang sal hê tot die sentrale infrastruktuur van die elektroniese platform en die verkiesingsdata. Kritiese tegniese aktiwiteite moet deur hierdie persoon uitgevoer word. Sulke aktiwiteite sal sover moontlik buite verkiesingstydperke uitgevoer word.
- (9) Die telproses moet:
 - (a) Die stemme akkuraat tel, en die tel van stemme moet reproduseerbaar wees;
 - (b) Die beskikbaarheid en integriteit van die elektroniese stembus en die uitset van die telproses so lank as wat nodig is, handhaaf.
 - (c) Die vermoë voorsien om die korrekte werking van die e-stemming en die akkuraatheid van die uitslag te kruiskontroleer en te verifieer, om kiesersbedrog en veelvuldige stemme deur dieselfde kieser op te spoor en te bewys dat alle getelde stemme eg is en dat alle stemme getel is.
 - (d) Die vermoë voorsien om te verifieer dat 'n e-verkiesing aan die toepaslike wetlike bepalings voldoen het, met die doel om te verifieer dat die resultate 'n akkurate voorstelling van die egte stemme is.

- (10) By die ontwikkeling van nuwe produkte moet oorweging geskenk word aan die verenigbaarheid daarvan met bestaande produkte, insluitend dié wat tegnologieë gebruik wat ontwerp is om mense met gestremdhede te help.

25. Geskilbeslegting

- 25.1 Die skoolverkiesingsbeampte sal besluit oor alle aangeleenthede wat verband hou met die nominasie- en verkiesingsproses.
- 25.2 Alle geskille sal tydens die verkiesing vir rekorddoeleindes aan die skoolverkiesingsbeampte gerapporteer word.
- 25.3 Die skoolverkiesingsbeampte is gemagtig om alle geskille te probeer oplos en om sover as moontlik te verseker dat die verkiesings vry en regverdig is.
- 25.4 Indien die skoolverkiesingsbeampte om enige rede nie in staat is om 'n geskil op te los nie, moet hy of sy toelaat dat die verkiesing afgehandel word en daarna die geskil binne 7 dae ná die verkiesing na die Distriksverkiesingsbeampte verwys.
- 25.5 Indien 'n klaer nie tevrede is met die besluit van die skoolverkiesingsbeampte nie, mag hy of sy 'n dispuut na die distriksverkiesingsbeampte verwys binne 7 dae ná ontvangs van skriftelike kennisgewing van die finale besluit van die skoolverkiesingsbeampte.
- 25.6 Indien 'n klaer nie tevrede is met die besluit van die distriksverkiesingsbeampte nie, mag hy of sy appél aanteken by die LUR binne 7 dae ná ontvangs van skriftelike kennisgewing van die finale besluit van die distriksverkiesingsbeampte.
- 25.7 Die besluite bedoel in 25.4, 25.5 en 25.6 moet geneem word binne 30 dae ná ontvangs van die verwysing.
- 25.8 Enige geskil wat ná die prosesse bedoel in regulasie 25.7 ingedien word, sal as 'n klagte beskou word, waarna regulasie 11.1 (m) in werking sal tree.

26. Prosedure ná die verkiesing

- 26.1 Ná die verkiesing van 'n beheerliggaam moet die skoolverkiesingsbeampte alle dokumente (kennisgewing van die vergadering, kieserslys, alle stembriewe, bywoningsregister van die dag van verkiesing, verkiesingsverklaring, insluitend stembriewe wat by sodanige verkiesing gebruik word, in koeverte plaas en die koeverte verseël en binne 5 dae ná die verkiesingsvergadering aan die skoolhoof oorhandig.
- 26.2 Die Skoolhoof moet die koeverte vir 'n tydperk van 3 jaar in veilige bewaring hou.
- 26.3 Die skoolverkiesingsbeampte moet die skoolhoof skriftelik in kennis stel van die name en kontaknommers van die persone wat as lede verkies word, en in sodanige kennisgewing die skoolhoof beveel om alle ouers van die skool binne 5 dae ná die verkiesing in kennis te stel van die verkiesingsuitslae.
- 26.4 Die skoolverkiesingsbeampte moet die skoolverkiesingsverslag soos per **Bylae "L"** by die distriksverkiesingsbeampte indien binne 5 dae nadat die verkiesing gehou is.

27 Verkiesing van ampsdraers

- 27.1 Voor die verkiesing van ampsdraers moet die skoolhoof die lede van die beheerliggaam bewus maak van hulle verantwoordelikhede en die behoefte om te verseker dat ampsdraers so verteenwoordigend as moontlik van geslag- en rassediversiteit van die skool is. Die verantwoordelikheid van die skoolhoof is om die beheerliggaam by te staan in die verrigting van sy funksies en verantwoordelikhede soos uiteengesit in Die Wet Artikel 16 A.
- 27.2 Die skoolhoof belê die eerste vergadering van die beheerliggaam binne 7 dae ná publikasie van die uitslag van die verkiesing.
- 27.3 By die eerste vergadering van die beheerliggaam sal sodanige liggaam uit sy lede ampsdraers kies wat ten minste 'n voorsitter, 'n tesourier en 'n sekretaris moet insluit: met dien verstande dat die voorsitter 'n ouerlid van die beheerliggaam sal wees wat nie by die betrokke skool werksaam is nie. Die verkiesing moet deur middel van 'n geheime stemming geskied.
- 27.4 Waar die amp van enige ampsdraer om die een of ander rede vakant raak, sal die beheerliggaam, behoudens bogenoemde bepalings, op die eerste vergadering nadat daardie pos vakant geraak het, een van sy lede kies om daardie vakature vir die onverstreke ampstermyn van sy of haar voorganger te vul.
- 27.5 Die skoolhoof sal by die vergadering voorsit indien beide die amp van voorsitter en ondervoorsitter vakant is.
- 27.6 Dit is raadsaam om nie meer as twee opvoederlede te hê wat as ampsdraers van die beheerliggaam dien nie.
- 27.7 Beheerliggaamlede word aangeraai om nie meer as een amp op dieselfde tyd op die beheerliggaam te beklee nie.
- 27.8 Die skoolhoof moet ná 'n vergadering waarop enige ampsdraer ooreenkomstig hierdie regulasies verkies is, die betrokke distriksdirekteur skriftelik in kennis stel van die datum en name van die persone wat verkies is. **Bylae "H"** moet binne 5 dae ná die vergadering voltooi en aan die distriksdirekteur voorgelê word.
- 27.9 (1) 'n Beheerliggaam kan—
- (a) komitees stig, insluitend 'n uitvoerende komitee; en
 - (b) persone wat nie lede van die beheerliggaam is nie op grond van kundigheid in sulke komitees aanstel, maar 'n lid van die beheerliggaam moet as voorsitter by elke komitee dien.
- (2) 'n Beheerliggaam van 'n gewone openbare skool wat onderwys aan leerders met spesiale onderwysbehoefes voorsien, moet 'n komitee oor spesiale onderwysbehoefes aanstel.

28. Registrasie van beheerliggaamlede en oorhandigingsprosedure

- 28.1 By die eerste vergadering moet die skoolhoof verseker dat die besonderhede van elke lid van die nuwe beheerliggaam op die datavorm verskyn, soos in regulasie 7.

- 28.2 Die skoolhoof moet binne 5 dae ná die vergadering vir die verkiesing van ampsdraers die datavorm **Bylae "H"** by die distriksdirekteur indien.
- 28.3 Die skoolhoof moet die distriksdirekteur in kennis stel van enige veranderinge aan die lidmaatskap van die beheerliggaam binne 14 vanaf sodanige veranderinge.
- 28.4 Die skoolhoof moet die oorhandigingsprosedure ooreenkomstig **Bylae "I"** beplan en fasiliteer.
- 28.5 Die skoolhoof moet die prosedure bestuur deur amptelik alle beheerliggaamlêers aan die nuutverkose beheerliggaam te oorhandig;
- 28.6 Moet 'n oriënteringssessie vir die nuutverkose lede hou en;
- 28.7 Moet enige vrae beantwoord wat die nuutverkose beheerliggaam mag hê.

29. Prosedure vir die jaarlikse SBL-verkiesing van ampsdraers

29.1 Funksioneel effektiewe SBL

- 29.1.1 Die ampstermyn van 'n ampsdraer van 'n beheerliggaam mag nie een jaar oorskry nie.
- 29.1.2 Die datum en tyd van die jaarlikse verkiesing van ampsdraers sal dieselfde wees as tydens die eerste SBL-verkiesing van ampsdraers jaarliks. Enige afwyking hiervan moet ten minste 30 dae voor die werklike datum van die jaarlikse verkiesing van ampsdraers deur die skoolhoof by die distriksverkiesingsbeampte aangemeld word vir 'n besluit in hierdie verband.
- 29.1.3 Die SBL-voorsitter moet, in oorleg met die SBL-sekretaris en skoolhoof, die kennisgewing vir die vergadering uitreik, wat die verkiesing van ampsdraers sal insluit.
- 29.1.4 Vakante ouer(s)-pos moet gevul word met koöptering van ouers met stemreg met dien verstande dat tussenverkiesings binne 90 dae sal plaasvind.
- 29.1.5 Die verkiesing van ampsdraers sal geskied deur die uitbring van stembriewe.
- 29.1.6 Die skoolhoof moet by die verkiesing van die voorsitter- en ondervoorsittersposte as voorsitter dien. Daarna sal die voorsitter die verkiesing van die ander ampsdraers bestuur.
- 29.1.7 Beheerliggaamlede kan herkies word om nog 'n ampstermyn te dien.
- 29.1.8 **Bylae "H1"** of **Bylae "H2"** (spesiale skole) moet onmiddellik ná die verkiesing van ampsdraers voltooi en die volgende dag by die distriksverkiesingsbeampte ingedien word.

29.2 Nie-funksionele SBL

- 29.2.1 Die skoolhoof moet die beheerliggaam bystaan in die verrigting van sy funksies en verantwoordelikhede.
- 29.2.2 Indien beheerliggaamlede nie hulle pligte uitvoer nie, moet die skoolhoof die aangeleentheid onmiddellik binne die eerste maand wanneer dit plaasvind by die Distrikskantoor aanmeld vir die aandag van die skoolkringbestuurder en distriksverkiesingsbeampte.
- 29.2.3 Alle pogings en stelsels moet in plek gestel word om die funksionaliteit van die SBL onmiddellik te laat herleef indien beheerliggaamlede ophou om hulle funksies en verantwoordelikhede uit te voer, insluitend die uitoefening van die opsie van die Wet, SASA Artikel 22 en/of Artikel 25.

- 29.2.4 Indien die pos van voorsitter en ondervoorsitter vakant is ten tyde van die jaarlikse SBL-verkiesing van ampsdraers, moet die skoolhoof sodanige vergadering belê.
- 29.2.5 Die datum en tyd van die jaarlikse verkiesing van ampsdraers sal dieselfde wees as tydens die eerste SBL-verkiesing van ampsdraers jaarliks. Enige afwyking hiervan moet ten minste 30 dae voor die werklike datum van die jaarlikse verkiesing van ampsdraers deur die skoolhoof by die distriksverkiesingsbeampte aangemeld word vir 'n besluit in hierdie verband. Dieselfde prosedures sal gevolg word soos in Regulasies 29.1.4 tot 29.1.8.

30. Grondwet van skoolbeheerliggaam

Die grondwet van 'n skoolbeheerliggaam (SBL) van 'n openbare skool sal die volgende bevat, maar nie beperk wees nie tot:

- 30.1 die visie en missiestelling van die skool;
- 30.2 pligte van ampsdraers;
- 30.3 stigting van komitees met duidelike funksies;
- 30.4 vergaderingprosedures en gereeldheid;
- 30.5 prosedure om wysigings aan die grondwet te bestuur.

31. Vakatures op die skoolbeheerliggaam

'n Vakature sal ontstaan wanneer 'n lid ook al:

- (a) Skriftelik bedank;
- (b) Sterf;
- (c) Gediskwalifiseer word soos beoog in regulasie 10;
- (d) Afwesig is van twee of meer agtereenvolgende vergaderings van die beheerliggaam sonder die magtiging van die beheerliggaam daarvoor en sonder om die behoorlike proses in ag te neem;
- (e) Uit sy of haar amp verwyder word ooreenkomstig bepalinge vervat in 'n gedragskode beoog in Artikel 18A van die Wet;
- (f) Nie meer val binne die kategorie van lede wat hy of sy ten tyde van die verkiesing verteenwoordig het nie;
- (g) Indien daar op enige stadium, deur middel van 'n ondersoek deur 'n verkiesingsbeampte, bevind word dat 'n onreëlmatigheid tydens die verkiesing van so 'n lid plaasgevind het.

32. Tussenverkiesings weens vakatures in die beheerliggaam

- 32.1 Indien 'n vakature beoog in regulasie 32 bestaan, moet die skoolhoof die distriksdirekteur skriftelik en binne 14 dae van sodanige vakature in kennis stel.
- 32.2 'n Skoolverkiesingsbeampte moet vir elke tussenverkiesing aangestel word.
- 32.3 'n Tussenverkiesing moet gehou word wanneer ook al:
- (a) die aantal ouerlede van 'n beheerliggaam daal na 'n getal gelyk aan of minder as die totaal van die ander lede van die beheerliggaam;

- (b) die aantal lede wat tydens die saamstel van 'n beheerliggaam verkies is, of as verkies verklaar is, daal na 'n getal gelyk aan of minder as die kworum waarna in die grondwet van 'n volledig saamgestelde beheerliggaam verwys word; of
 - (c) 'n lid van die kategorie lede van 'n beheerliggaam bedoel in artikel 23 of 24 van die Wet nie meer op 'n beheerliggaam verteenwoordig word nie.
- 32.4 Wanneer 'n vakature ontstaan soos beoog in regulasie 31, moet 'n tussenverkiesing binne 90 dae ná die ontstaan van sodanige vakature gehou word.
- 32.5 Die prosedure soos beskryf in regulasie 12 en 20 is van toepassing op die tussenverkiesings.
- 32.6 'n Lid wat ooreenkomstig hierdie paragraaf verkies is, bly in die amp vir die onverstreke ampstermyn van sy of haar voorganger.
- 32.7 Indien 'n vakature beoog in regulasie 32.4 ten opsigte van 'n verkose ouerlid ontstaan, moet 'n skoolbeheerliggaam 'n ouer tydelik koöpteer om vir 'n tydperk van hoogstens 90 dae as lid met volle stemreg te dien.
- 32.8 In die geval van 'n vakature in die kategorieë van lidmaatskap bedoel in regulasie 4.2 (b), (c) en (d) moet kwalifiserende lede van die betrokke kategorie binne 90 dae 'n verkiesing hou om die vakature te vul.
- 32.9 Die aanstelling van die gekoöpteerde ouer bedoel in regulasie 32.7 moet binne 21 dae plaasvind.
- 32.10 'n Beheerliggaamlid met 'n kind in die uittreegraad (7 of 12) moet die beheerliggaamvoorsitter en skoolhoof drie maande voor die einde van die akademiese jaar skriftelik daarvan in kennis stel.
- 32.11 Indien die Departementshoof op redelike gronde bepaal dat 'n beheerliggaam opgehou het om funksies te verrig wat ingevolge die Wet daaraan toegeken is of versuim het om een of meer funksies te verrig, moet hy of sy prosedure volg soos uiteengesit in Artikel 22 en 25 van die Wet.

33. Funksionering van die nuwe beheerliggaam

Die nuutverkose beheerliggaam moet onmiddellik ná die suksesvolle afhandeling van die verkiesingsproses begin funksioneer.

34. Verwydering of skorsing van beheerliggaamlede uit hulle amp

'n Lid van die beheerliggaam van 'n openbare skool kan ingevolge artikel 18A van die Suid-Afrikaanse Skolewet uit sy amp onthef word. Die gedragskode vir lede van skoolbeheerliggame in die Noord-Kaap is Kennisgewing 147 van 30 Desember 2019, staatskoerant nr. 2316.

35. Verkiesingsgedragskode

Geen amptenaar of enige ander persoon mag 'n taal gebruik of op 'n manier optree wat die volgende kan uitlok nie:

- (a) Manipulering van die nominasie- en verkiesingsprosesse;
- (b) onderbreking van/ geweld tydens 'n verkiesing; of
- (c) die intimidasie van kandidate, of kiesers;
- (d) ouers op die kieserslys beïnvloed om 'n verkiesingsvergadering by te woon of nie; of
- (e) om te stem of nie te stem nie, of om op 'n bepaalde manier te stem of nie; of
- (f) om 'n benoeming as genomineerde te weier, of aan die verkiesing te onttrek; of
- (g) 'n magsposisie, voorreg of invloed te misbruik, met inbegrip van ouerlike of indiensnemingsgesag, om die gedrag of uitslag van 'n verkiesing te beïnvloed.

36. Algemene bepalings**36.1 Onbehoorlike invloed:**

- (1) Behoudens hierdie regulasies mag geen persoon iemand verhoed om 'n reg uit te oefen wat deur hierdie regulasies verleen word nie.
- (2) Geen persoon mag, wetende dat 'n ander persoon nie geregtig is om as ouer/voog geregistreer te wees nie-
 - (a) so 'n persoon oortuig dat hy/sy geregtig is om as ouer/voog geregistreer te wees; of
 - (b) aan enigiemand anders voorstel dat daardie ander persoon geregtig is om as ouer/voog geregistreer te wees.
- (3) Niemand mag, wetende dat 'n ander persoon nie stemgeregtig is nie-
 - (a) daardie ander persoon bystaan, dwing of oorreed om te stem nie; of
 - (b) aan enigiemand anders voorstel dat daardie ander persoon geregtig is om te stem nie.

37. Hersiening van regulasies

Hierdie regulasies kan op enige gegewe tydstip hersien word.

38. Herroeping van regulasies

Die Beheerliggaamregulasies vir Openbare Skole vervat in Kennisgewing 1 van 2021 wat in die Provinsiale Staatskoerant nommer 2395 van 15 Februarie 2021 gepubliseer is, word hiermee herroep.

39. Kort titel

Hierdie Regulasies sal bekend staan as die Regulasies vir die Grondwet en Verkiesing van Beheerliggame in Openbare Skole in die Noord-Kaap, en tree in werking met publikasie in die Provinsiale Koerant.

SJABLONE

| Bylae | Sjabloonbeskrywings |
|-------|--|
| A | Samestelling van beheerliggame volgens tipe en gradering van skool |
| B | SBL-verkiesingskedsule |
| C1 | Verkiesing van beheerliggaamlede Kennisgewing van SBL-verkiesings |
| C2 | 7 dae-kennisgewing aan ouers/voogde om persoonlike besonderhede op die skool se SASAMS-leerdertoelatingsregister/kieserslys te verifieer |
| D | Nominasievorm |
| E | Stembrief |
| F | Getelde stembriewe en verklaring van aantal kiesers |
| G | Verkiesingsverklaringsvorm |
| H1 | SBL-samestellingsdatavorm vir gewone openbare skole |
| H2 | SBL-samestellingsdatavorm vir openbare skool vir leerders met spesiale onderwysbehoefes |
| I | Oorhandigingsertifikaat |
| J | Verklaring oor die verifikasie en bywerking van ouerbesonderhede op die kieserslys |
| K | Skoolbeheerliggaamverkiesings - ouerskieserslys |
| L | Rapporteringsjabloon vir skoolverkiesingsbeampies |
| M | SBL-verkiesingstaat van gereedheid |

BYLAE "A" (I)

| 1 Tipe skool | 2 Aantal leerders wat ingeskryf is | 3 Aantal ouerlede | 4 Aantal opvoederlede | 5 Aantal leerderlede | 6 Aantal personeel- lede | 7 Skoolhoof | 8 Totale aantal lede |
|-------------------------------|---|-------------------------|-----------------------------|----------------------------|-----------------------------------|----------------|----------------------------|
| 1. Primêre gewone skole | <80 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 80-159 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 160-719 | 5 | 2 | 0 | 1 | 1 | 9 |
| | 720+ | 6 | 3 | 0 | 1 | 1 | 11 |
| | | | | | | | |
| 2. Sekondêre gewone skole | <630 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 630+ | 9 | 3 | 3 | 1 | 1 | 17 |
| | | | | | | | |
| 3. Gekombineer de skole | <500 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 500+ | 9 | 3 | 3 | 1 | 1 | 17 |

SAMESTELLING VAN BEHEERLIGGAME VAN OPENBARE GEWONE SKOOL

1. Die aantal lede van 'n beheerliggaam van 'n openbare skool word vir elke kategorie van lidmaatskap in die tabel hieronder uiteengesit.
2. Die getal lede in elke kategorie sal wissel ingevolge regulasie 4 (2), volgens die tipe skool en die gradering van die skool, soos uiteengesit in kolom 1 en 2 hieronder.
3. In 'n skool wat geen nie-onderwys-personeel het nie, sal die aantal ouers soos uiteengesit in kolom 4 hieronder met een verminder word en die totale aantal lede wat uiteengesit word, sal met twee verminder word.
4. Die beheerliggaam van 'n openbare gekombineerde gewone skool of openbare gemeenskapskool sal dieselfde samestelling hê as 'n openbare sekondêre gewone skool.

BYLAE "A" (II) Samestelling van beheerliggame van openbare skole vir leerders met spesiale onderwysbehoefte - Aantal lede wat aangestel word, moet binne 14 dae ná die skool se verkiesing ingesluit word.

1. Die aantal lede van 'n beheerliggame van 'n openbare skool vir leerders met spesiale onderwysbehoefte word vir elke lidmaatskapskategorie in die tabel hieronder uiteengesit.
2. Die getal lede in elke kategorie sal wissel ingevolge regulasie 5 (1), volgens die tipe skool en die gradering daarvan soos uiteengesit in kolom 1 en 2 hieronder. Skole met meer as 30 nie-opvoederlede mag 2 verteenwoordigers kies.
3. In 'n skool wat nie leerderlede het nie, sal die aantal ouers soos uiteengesit in kolom 5 hieronder met drie verminder word.
4. Enige lid van die beheerliggame verkies of aangestel uit die kategorieë persone bedoel in die Wet, Artikel 24 (1) (a), (e), (f), (g), (h) en (i) kan as voorsitter dien.
5. 'n Gekombineerde skool met 'n aantal leerders van 150 en meer, maar sonder leerders wat op die SBL kan dien, sal 2 minder wees.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|--|------------------------------------|-----------|---------------------|-----------------|-------------------------|--------------------|---------------------|
| Tipe skool | Aantal leerders ingeskryf by skool | Skoolhoof | Aantal opvoederlede | Aantal ouerlede | Aantal nie-opvoederlede | Aantal leerderlede | Aantal verkose lede |
| Laerskool | 1 tot 149 | 1 | 1 | 5 | 1 | | 8 |
| Gekombineerde skool | 150 en meer | 1 | 2 | 5 | 1 | | 9 |
| Gekombineerde skool | 150 en meer | 1 | 2 | 8 | 1 | 2 | 14 |
| Die volgende kategorieë persone moet op 'n beheerliggame van 'n openbare skool vir leerders met spesiale onderwysbehoefte verteenwoordig word | | | | | | | |
| Kategorieë | | | | | | | |
| (e) verteenwoordigers van borgliggame, indien van toepassing; | | | | | | | |
| (f) verteenwoordigers van organisasies van <i>ouers</i> van <i>leerders</i> met spesiale onderwysbehoefte, indien van toepassing; | | | | | | | |
| (g) verteenwoordigers van organisasies van gestremde persone, indien van toepassing; | | | | | | | |
| (h) gestremde persone, indien van toepassing; en | | | | | | | |
| (i) kundiges op toepaslike gebiede van spesialebehoefte-onderwys. | | | | | | | |
| Totale getal insluitend aangestelde lede: | | | | | | | |



Northern Cape Department of Education



BYLAE: B

SBL-VERKIESINGS GESKEDULEERDE DATUMS SOOS GERAADPLEEG EN GOEDGEKEUR MET SVB

| | | | |
|------------------|--|-------|--|
| NAAM VAN SKOOL | | | |
| NAAM VAN DISTRIK | | KRING | |

1^{STE} DATUM VAN VERKIESING

| KOMPONENT | DATUM | TYD | VERKIESINGSMODUS | PLEK |
|----------------------------------|-------|-----|------------------|------|
| OPVOEDERS | | | | |
| NIE-OPVOEDER | | | | |
| LEERDERS (INDIEN VAN TOEPASSING) | | | | |
| OUERS | | | | |

2^{DE} DATUM VIR OUERVERKIESINGS

| KOMPONENT | DATUM | TYD | VERKIESINGSMODUS | PLEK |
|-----------|-------|-----|------------------|------|
| OUERS | | | | |

| | |
|---------------------------------|--|
| NAAM VAN SKOOLVERKIESINGSBEAMPT | |
| HANDTEKENING | |
| NAAM VAN SKOOLHOOF | |
| HANDTEKENING | |
| DATUM | |

| |
|--------------|
| SKOOLSTEMPEL |
|--------------|



Northern Cape Department of Education



BYLAE C1

VERKIESING VAN BEHEERLIGGAAMLEDE KENNISGEWING VAN SBL-VERKIESINGS

NAAM VAN DIE SKOOL: _____

Komponent: (Merk asseblief met 'n X in die toepaslike blokkie)

OPVOEDER: ☐ NIE-OPVOEDER: ☐ OUER: ☐

Kennis word hiermee gegee dat 'n vergadering vir die nominasie/verkieping van kandidate vir die verkieping van lede van die beheerliggaam van bogenoemde skool deur die volgende verkiesingsmodus gehou sal word (Merk asseblief met 'n X in die toepaslike blokkie)

NOMINASIE- EN VERKIESINGSMODUS: ☐ VOLDAG-VERKIESINGSMODUS: ☐ E-VERKIESINGSMODUS: ☐

Dit is die

eerste SBL-
verkiepingsvergadering

Tweede SBL-
verkiepingsvergadering en geen
kworum is nodig nie

en die verkiepings sal gehou word op _____ om _____ by _____
(datum) (tyd) (plek)

Kandidate (wat ouers van leerders by die skool moet wees wat nie by die skool werksaam is nie/opvoeders by die skool/nie-opvoeders by die skool/leerders by die skool) mag tydens die nominasie- en verkiesingsvergadering genomineer word deur 'n nominasievorm wat behoorlik deur die kandidate en sy/haar voorsteller en sekondant voltooi is by die kiesbeampte in te dien. Beide voorsteller en sekondant moet verkiesbare kiesers by die skool wees.

Vir die nominasie- en verkiesingsvergaderingmodus sal nominasies slegs tydens die vergadering aanvaar word. Die voorsteller, sekondante en kandidaat **MOET** teenwoordig wees in die nominasievergadering.

'n Verkiepings- en/of nominasievergadering sal gehou word op die datum(s) soos hierbo genoem. **Bewys van identifikasie sal vereis word om deel te neem aan die nominasie- en verkiesingsprosesse (groen strepieskode-identiteitsdokument of slimkaart, paspoort of geldige rybewys; geldige verblyf-/werkpermit).**

NB. Dit is ouers/voogde se verantwoordelikheid om seker te maak dat hulle name op die skool se toelatingsregister verskyn, wat by die skool besigtig kan word.

Vir die nominasie- en verkiesingsmodus om voort te gaan word 'n kworum van 15% vereis. Vir skole wat 'n voldag- of e-verkiepingsmodus gekies het, moet 'n kworum van 15% bepaal word voor die tel van stemme. In die geval van geen kworum nie, moet die volgende wyse van verkieping (nominasie en verkieping, voldagverkieping of e-stemming) binne 7 dae gehou word.

VERKIESINGSBEAMPTSE NAAM EN VAN

HANDTEKENING

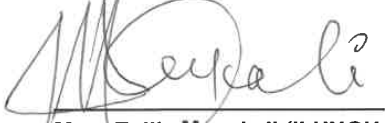
DATUM

ISAZISO SENOMBOLOYAMA 202

UMTHETHO WEZIKOLO ZOMZANTSI AFRIKA WAMA 84 WONYAKA U-1996 njengoko uphinde walungiswa.

IMITHETHO YOLONYULO LWEQUMRHU ELILAWULA ISIKOLO KWAKUNYE NOKUZIMISELA UKUHAMBA NGOKOMGAQO-SISEKO WEQUMRHU ELILAWULA ISIKOLO

Mna, **Mnu. Zolile Monakali**, nonentsayino-gama engasezantsi nokwalilungu leKansile yoLawulo (MEC) yeSebe lezeMfundo kwiPhondo loMntla-Koloni yaye ndikwasebenza ngokubhekiselele kwiCandelo 28 loMthetho weZikolo zoMazantsi Afrika, wonyaka u- 1996 (funda necandelo 31 loMthetho weZikolo zeMfundo eMntla-Koloni, wonyaka u-1996), kunye neCandelo 18 (1) loMthetho weZikolo woMzantsi Afrika wonyaka u-1996, ndipapasha apha kolu Hlelo lulapha, iMithetho yeloMntla-Koloni yoloNyulo lweQumrhu loLawulo lweSikolo, nobuncinane beemfuneko ekufuneka uMgaqo-Siseko weQumrhu eliLawula iSikolo liwulandele.



**Mnu. Zolile Monakali (ILUNGU LEPALAMENTE-MPL)
ILUNGU LEKANSILE YOLAWULO (MEC): EZEMFUNDO**

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UHLELO

Ukunika inkqubo efanayo kumbutho nakulonyulo lwamaqumrhu olawulo ezikolo 2024; ukulungisa nokurhoxisa eminye imithetho yoloNyulo lwe-SGB ngokubhekiselele kwizikolo zikawonke-wonke nokunika imiba enxulumene noko.

1. Iinkcazelo

Naliphi na igama okanye intetho enentsingiselo eqhamshelana noMthetho, iyakuba nentsingiselo efanayo kule miqathango, ngaphandle kokuba ingxelo leyo ibonisa okunye.

"Inkqubo ye-CNS (candidate nomination system)" ithetha inkqubo yolonyulo lwabagqatswa, inkqubo ekhuselekileye-intanethi, ekufaneka isetyenziswe ukufaka iinkcukacha namaxwebhu nge-intanethi kule Mithetho;

"iintsuku" kuthethwa iintsuku zekhalenda kuquka neMigqibelo neeCawa kunye neeholide zikawonke-wonke;

"igosa lolonyulo lesithili" kuthethwa igosa lesithili eliqeshiweyo kwi-ofisi yesithili linoxanduva lokujonga nokulawula inkqubo yolonyulo esithilini;

"ulonyulo nge-intanethi" kuthethwa ulonyulo lwequmrhu elilawula isikolo apho kusebenza iindlela ze-intanethi kwisigaba esinye okanye ezininzi;

"uvoto nge-intanethi" kuthethwa ulonyulo nge-intabethi oluquka iindlela ze-intanethi ubuncinane ukufaka ivoti;

"isitishi sovoto se-intanethi" kuthethwa isitishi sovoto nge-intanethi esisekwe kwindawo ethile njengoko kubekwe liGosa loloNyulo leSikolo;

"inkqubo yovoto ye-intanethi" ubuxhakaxhaka, obubambekayo, obungabambekiyo kunye neenkqubo ezisebenzisa iinkqubo ze-intanethi ukwenza ukhetho kuvoto;

"utitshala" kuthethwa nawuphi na umntu, ngaphandle komntu oqeshelwe ukwenza umsebenzi ongezizo izifundo, otitshayo, ofundisayo okanye oqeqesha abanye abantu okanye onika iinkonzo zoqeqesho lwemfundo, kuquka ululeko kunye neenkonzo zoluleko lwasengqondweni ngokubhekiselele kwimfundo, kwisikolo sikarhulumente;

"ibhokisi yovoto lwe-intanethi" kuthethwa ngeendlela ze-intanethi apho kugcinwa iivoti ngaphambi kokuba zibalwe;

"Usuku olupheleleyo" kuthethwa ngexesha lolonyulo elingaphazanyiswa ngoSuku, kuquka ixesha leeyure ezili 12 kungagqithwa kuma 20:00;

"Intloko yeSebe" kuthethwa ngentloko yesebe lezemfundo ephondweni;

“ilungu” kuthethwa ngeungu lequmrhu lolawulo;

“ILungu leKansile yoLawulo” kuthethwa ngeLungu leKansile yoloNyulo elinoxanduva lwemfundo ephondweni;

“ilungu labasebenzi elingeyiyo ititshala” kuthethwa ngomntu oqeshwe ngokoMthetho weNkonzo kaRhulumente okanye uMthetho weZikolo zoMzantsi Afrika, lowo mntu engeyiyo ititshala esikolweni;

“umzali” kuthethwa –

- i. umzali ozeleyo okanye ofumene umntwana ongumfundi ngokusemthethweni okanye onoxanduva lokuhlala nomntwana ngokusemthethweni;
- ii. umntu onelungelo elisemthethweni lokugcina umfundi; okanye
- iii. umntu owenza iimfuno zomntu ekuthethwa ngaye kwimihlathi (a) no (b) kwimfundo yomntwaba ongumfundi esikolweni;

“inqununu” kuthethwa ngotutshala oqeshwe okanye olibambela kwisikhundla esisekwe yasesentloko yesikolo;

“igosa lolonyulo lephondo” kuthethwa ngegosa eliqeshwe ephondweni kwi-ofisi yephondo, ukuze lijonge futhi lilawule inkqubo yolonyulo ephondweni;

“isikolo sikarhulumente” ingaba —

- I. sisikolo esiqhelekileyo sikarhulumente; okanye
- II. Isikolo sikarhulumente sabafundi abaneemfuno ezikhethekileyo zokufunda; okanye
- III. Isikolo esinika imfundo esiqwalasela ngokukhethekileyo italente, kuquka imidlalo, ubugcisa bokwenza okanye onokuzoba.

“uvoto nge-intanethi apho umvoti angekhoyo” kuthethwa ngovoto lwe-intanethi apho ukufakwa kwevoti kusenziwa ngesixhobo esingalawulwa ligosa lolonyulo;

“ikansile emele abafundi” kuthethwa ngekansile emele abafundi esekwe ngokubhekiselele kwicandelo 11 loMthetho;

“isikolo” kuthethwa ngesikolo esiqhelekileyo sikarhulumente okanye isikolo sikarhulumente sabafundi abaneemfuno ezikhethekileyo, esibhalisa abafundi kwibanga elinye okanye amaninzi ukusuka kwibanga R ukuya kwibanga 12.

“igosa lolonyulo lesikolo” kuthethwa ngeNqununu yesinye isikolo. Kwiimeko ezikhethekileyo, iNtloko Mlawuli yeSithili ingaqesha igosa lezemfundo eliqeqeshiweyo ukuze lilawule inkqubo yolonyulo esikolweni.

“Umbutho wabaxhasi” kuthetha umbutho okanye iziko elibonelela ngemali, ulawulo, okanye ezinye iintlobo zenkxaso kwisikolo sikarhulumente sabafundi abaneemfuno zemfundo ezizodwa ukuqinisekisa ukuba sisebenza ngempumelelo. Iqumrhu elixhasayo lisenokuba ngumbutho ongenzi nzuzo, iqumrhu labucala, okanye naliphi na elinye iziko elinomdla kwimpumelelo nakwintlobo-ntle yesikolo.

"uMthetho" kuthethwa ngoMthetho weZikolo zoMzantsi Afrika, wonyaka 1996 the South African Schools Act, 1996 (Act 84 of 1996), as amended.

2. Indlela yokusebenza

Le mithetho iza kusebenza kwizikolo zonke zikarhulumente kwiPhondo loMntla-Koloni yaye iza kusebenza emva kokupapashwa kwiGazethi yePhondo.

3. Ukwakhiwa kwaMaqumrhu oLawulo eZikolo

Inani lamalungu abazali, ootitshala nabafundi lizakwahluka ngokubhekiselele kudidi kunye nebakala lesikolo, njengoko kuvela ngokuzeleyo kuMhlathi "A" (i) no (ii).

4. Ukwakhiwa kwaMaqumrhu oLawulo lweZikolo zikaRhulumente

4.1 IQumrhu loLawulo leSikolo sikaRhulumente esiqhelekileyo lizakuquka:

- a) Amalungu onyuliweyo;
- b) INqununu, njengoko iqeshwe ngokusemthethweni;
- c) Amalungu akhethwe ngamanye amalungu

4.2 Amalungu akhethiweyo equmrhu lolawulo aquka ilungu okanye amalungu odidi ngalunye kwezi zilandelayo:

- a) Abazali babafundi abamkelwe kweso sikolo;
- b) Ootitshala abaqeshwe kweso sikolo;
- c) Amalungu angezizo iititshala angabasebenzi abaqeshwe kweso sikolo; kunye
- d) Nabafundi abakwibanga lesibhozo okanye elingaphezulu abamkelwe kweso sikolo

5 Ukwakhiwa kwaMaqumrhu oLawulo lweZikolo zikaRhulumente zaBafundi abaneeMfuno zokuFunda eziKhethekileyo

IQumrhu loLawulo lweSikolo (SGB) lesikolo sikarhulumente sabafundi abaneemfuno ezikhethekileyo zokufunda lizakwakhiwa ngokubhekiselele kwicandelo 24 (1)(a) – (j) loMthetho.

5.1 Inani lamalungu kudidi ngalunye kwezi:

- a. Abazali babafundi esikolweni, ukuba kwenzeka kakuhle;
- b. Ootitshala;
- c. Amalungu abasebenzi beso sikolo abangezizo iititshala;
- d. Nabafundi abangena kwibanga lesibhozo nangaphezulu, ukuba kwenzeka kakuhle; baza kuhamba ngokoMhlathi "A" (ii): Ukwakhiwa kwaMaqumrhu oLawulo lweZikolo zikaRhulumente zaBafundi abaneeMfuno zokuFunda eziKhethekileyo. Inkqubo echazwe kwimithetho (12, 14, 15, 16, 17, 18, 19, 20, no 21) izakusebenza kulonyulo lwezi ndidi.

5.2 Amalungu odidi ngalunye olukhankanywe kwiCandelo 24(1) (e) – (i) loMthetho makanike iNtloko yeSebe iincwadi zabo zengqesho ezinobude bexesha lawo ekwiQumrhu loLawulo ezisuka kumbutho wabo, kwiintsuku ezili 14 emva konyulo esikolweni.

5.3 Naliphi na ilungu lequmrhu lolawulo elikhethwe okanye eliqeshwe kwezi ndidi kubhekisee kubo kuMthetho, kwiCandelo 24 (1) (a), (e), (f), (g), (h), no (i) lingasebenza njengosihlalo.

6 Indlela yokumelwa kwizikolo zikarhulumente

6.1 Indlela yokufikelela kwelona nqanaba kungenzeka lifikelelwe lokumelwa kwamalungu equmrhu lolawulo njengoko kubekwe kwiCandelo 28 (e) loMthetho.

6.2 Ukumelwa kuya kubhekiselela kwezi meko zilandelayo:

- a) Uhlanga;
- b) Isini;
- c) Ukukhubazeka

6.3 IQumrhu loLawulo leSikolo liya kushukuxa, njengomba wentlanganiso, kunye nabazali, umba wokumelwa, ukulungiselela ulonyulo lweQumrhu loLawulo olubanjwa kwiminyaka emithathu kunye nolonyulo oluvela xa kukho isikhewu ekufuneka sivalwe ngexesha leminyaka emithathu yolawulo lwequmrhu lesikolo.

6.4 Ukutyunjwa kwamalungu kuya kubonakalisa umba wokumelwa xa kusenzeka okanye apho kufaneleyo.

6.5 Ngaphambi kolonyulo lwamagosa e-ofisi, inqununu izakwenza amalungu equmrhu lolawulo ukuba azi ngoxanduva lwawo.

7 Ubume beQumrhu loLawulo

linkcukacha zelungu ngalinye le-SGB kufuneka zibhalwe ngokweSihlomelo “H1” kwizikolo eziqhelekileyo zikarhulumente okanye i “iSihlomelo “H2” kwizikolo zikarhulumente zaBafundi abaneeMfuno eziKhethekileyo zokuFunda yaye zithunyelwe kwi-ofisi yesithili. Ezi nkcukacha kufuneka zilungiswe xa kusenzeka kubekho ulonyulo lwamalungu ngenxa yokubela kwezikhewu lingekapheli ixesha lequmrhu, nangonyaka xa kusonyulwa amagosa e-ofisi.

8 UBulungu boHlobo lokoNyulwa ngamanye amalungu ekomiti

8.1 Iqumrhu lolawulo lwesikolo esiqhelekileyo sikarhulumente esinika imfundo kubafundi abaneemfuno ezikhethekileyo kufuneka, apho kwenzeka khona, lonyule umntu okanye abantu abanobuchwepheshe obuthile ngokubhekiselele kwiimfuno zokufunda ezikhethekileyo zabo bafundi.

8.2 Iqumrhu lolawulo lingonyula ilungu okanye amalungu endawo esikuyo isikolo ukuzeancedise ukwenza imisebenzi yalo. Olo lonyulo kufuneka lushukuxwe, luvunywe yaye lwaziswe ngembalelwano kwelo lungu lifanelekileyo liqumrhu lolawulo. Ilungu elikhethiweyo lingahamba intlanganiso yequmrhu lolawulo xa kufuneka loo ndawo yakhe

yobuchwepheshe. linkcukacha zelungu okanye amalungu akhethiweyo kufuneka zivele kuxwebhu lwequmrhu lolawulo, iSihlomelo "H".

- 8.3 Iqumrhu lolawulo ekuthethwa ngalo kwicandelo 14 lingonyula umnini wendawo esikuyo isikolo okanye lowo umele lowo ungumnini-ndawo.
- 8.4 Kuxhomekeke kumthetho 8.6, amalungu onyulwe ngamanye akanawo amalungelo okuvota kwiQumrhu loLawulo.
- 8.5 Ukuba inani labazali kuso nasiphi na isigaba, alikho ngaphezulu kwenani lonke lamanye amalungu anamalungelo okuvota, iqumrhu lolawulo malonyule abazali abanamalungelo okuvota okwexeshana.
- 8.6 Ukuba umzali onamalungelo okuvota ukhethiwe, olo lonyulo luyaphela xa isikhewu sigcwaliswa kulonyulo olwenziwa ngexesha ngexesha liqhuba iqumrhu, lonyulo olo kufuneka lwenziwe kwiintsuku ezingana 90 emva kokuba kuvele isikhewu.

9. Ubude bexesha lokusebenza kwamalungu nabo batsala iintambo kwii-ofisi zamaqumrhu olawulo.

- 9.1 Ubude bexesha lokusebenza kwelungu lequmrhu lolawulo ngaphandle komfundi aliyikudlula iminyaka emithathu,
- 9.2 Ubude bexesha lokusebenza kwelungu lequmrhu lolawulo elingumfundi aliyikugqitha unyaka omnye,
- 9.3 Ubude bexesha lokusebenza kwegosa le-ofisi lequmrhu lolawulo aliyikugqitha unyaka omnye.
- 9.4 Ilungu okanye igosa le-ofisi lequmrhu lolawulo linyaphibda lonyulwe okanye liphinde lonyulwe ngamanye amalungu, njengoko kungenzeka, emva kokuphela kwexesha lomntu ebambe ixesha le-ofisi.

10. Ukufaneleka

10.1 Umntu akayikufanela ukuba lilungu lequmrhu lolawulo ukuba:

- a) Akaphilanga ngokwengqondo yaye ubonwe kanjalo yinkundla yomthetho esebenza kakuhle;
- b) Ufunyenwe engekalungiswa imeko yakhe;
- c) Ukhe wabekwa ityala yaye wagwetywa wahlala ejele yinkundla yomthetho eMzantsi Afrika okanye elinye ilizwe, ngaphandle kokhetho lokuhlawula, kwagqitha iinyanga ezintandathu okanye akakaligqibi ixesha lakhe lokugwetywa elipheleleyo;
- d) Ubonwe engafanelanga kusebenza nabantwana njengoko kuchazwe kuMthetho waBantwana, 2005 (uMthetho 38 wama 2005) uMthetho wezoLwaphulo-mthetho [Criminal Law] (Amatyala ezeSondo kunye neeMeko ezaYamene noko) uMthetho ophindle waLungiswa wama 32 wonyaka u- 2007; okanye
- e) Ufuny3nwe enetyala kwisenzo sokungaziphathi kakuhle ngokubhekiselele kwindlela enza ngayo kwimisebenzi tequmrhu lolawulo, ngokubhekiselele kwiNdlela yokuZiphatha yePhondo yamalungu amaQumrhu oLawulo ezikolweni zikarhulumente.

- 10.2 Ukuba umntu okhethwe njengelungu lequmrhu lolawulo uyayeka ukuwela kudidi abelukhethelwe waza wavotelwa kulo, uyakuthi ayeke ukuba lilungu lequmrhu lolawulo.
- 10.3 Umzali oqeshwe sisikolo angakhethwa njengelungu labazali lequmrhu lolawulo esikolweni.
- 10.4 Inqununu yesikolo ayiyi kukhethwa njengelungu lootitshala kwiqumrhu lolawulo esikolweni apho aqeshwe khona.
- 10.5 Akukho mfundi ungakhethwa kwiqumrhu lolawulo lesikolo sikarhulumente esiqhelekileyo ngaphandle kokuba wamkelwe kwibanga lesibhozo okanye ngaphezulu yaye elilungu elikhethiweyo leKhansile eMele aBafundi esikolweni eso.
- 10.6 Kwimeko yabafundi abaneemfuno zokufunda ezikhethekileyo, kwibanga lesibhozo okanye ngaphezulu kungakhethwa kuphela xa kusenzeka.
- 10.7 Umzali uyakubz nelungelo lokuvota kuphela xa evotela ilungu lomzali kwiqumrhu lolawulo yaye uyakuba nevoti enye ngokubhekiselele kumgqatswa ngamnye womzali.
- 10.8 Utitshala oqeshwe kwisikolo sikarhulumente uyakuvotela kuphela amalungu ootitshala yaye uyakuba nevoti enye kumgqatswa ngamnye ongutitshala.
- 10.9 Ilungu elingenguye utitshala labasebenzi liya kuvotela kuphela amalungu angezizo iititshala yaye liyakuba nevoti enye kumgqatswa ngamnye ongenguye utitshala.
- 10.10 Ilungu ngalinye lekansile emele abafundi liya kuvotela kuphela ilungu lomfundi, yaye liyakuba nevoti ngokubhekiselele kumgqatswa ngamnye okhethiweyo womfundi we-RCL.
- 10.11 Luxanduva lomzali/lwabazali ababhalisiweyo ukwazisa inqununu ngotshintsho kwiinkcukacha zabo ngokufaka amaxwebhu apho kukho imfuneko.

11. AMagosa oloNyulo

11.1 IGosa loloNyulo lePhondo

INTloko yeSebe izakuqesha igosa lesebe njengeGosa loloNyulo lePhondo yaye imisebenzi yeGosa loloNyulo lePhondo iyakuba:

- a) Kukulola inkqubo yokonyula nokuvota ephondweni;
- b) Ukulungisa iitheplethi ukuze zilungelane neenjongo zokuhlola zephondo;
- c) Ukuxhasa amagosa olonyulo esithili;

- d) Ukuqhagamshela phakathi kweNtloko yeSebe nezithili;
- e) Ukuqesha amagosa olonyulo esithili ngokuququzelelwa ziNtloko-balawuli zeSithili;
- f) Ukuqinisekisa ukuba kwaziswa ngokwaneleyo malunga nomhla wolonyulo;
- g) Ukuqinisekisa ukuhambelana neenkqubo zephondo ngokubhekiselele kulonyulo;
- h) Ukuvelisa izinto neenkqubo zokuqesha amaGosa oloNyulo namaqela esithili nawesikolo, yaye kuqinisekiswa ukuba olu qeqesho lwenzeka njengoko lucwangcisiwe;
- i) Ukugweba kuzo zonke izibheni ezivela kulonyulo nenkqubo yovoto;
- j) Ukuhlola inkqubo yolonyulo ephondweni;
- k) Ukuphuhlisa isiseko seenkcukacha nolwazi se-SGB lakungena e-ofisini; yaye
- l) Kwiintsuku ezingama 30 kufunyenwe ingxelo yamagosa olonyulo esithili nohlolo lolonyulo, kwenziwe ingxelo yolonyulo, eya kwiNtloko yeSebe kunye no-MEC kwakhona kuloo ngxelo, kuthathelwe ingqalelo iingxelo zohlolo lolonyulo;
- m) Ukuphanda nokujongana nazo naziphi izibheni kwizikhalazo ezibhekiselele ekusebenzeni kwale Miqathango, kuphandwe kwagqitywa liGosa loloNyulo leSithili okanye izikhalazo ezifunyenwe emva kwexesha lezibheni.

11.2 IGosa loloNyulo leSithili

11.2.1 IGosa loloNyulo lePhondo liyakuthi, ngokuququzelelwa yiNtloko-mlawuli yeSithili, liqeshe iGosa loloNyulo leSithili eliyakuba ligosa leSithili elikhulu leso Sithili. Imisebenzi yeGosa loloNyulo leSithili iyakuba:

- a) kukuqesha iqela lolonyulo lesithili;
- b) Ukuqhuba iinkqubo zolonyulo esithilini;
- c) Ukucebisa iGosa loloNyulo lePhondo ngawo nawuphi umba obhekiselele kulonyulo yaye liya kuqinisekisa ukuba le mithetho iyasetyenziswa esithilini;
- d) Ukwenza isicwangciso solawulo ukuze kusetyenzwe ngokwale miqathango;
- e) Ukubeka aMagosa oloNyulo eSikolo kwisikolo ngasinye eSithilini nokuqinisekisa ukuba isikolo ngasinye siseka iqela lolonyulo lesikolo;
- f) Ukuqinisekisa ukuba igosa lolonyulo ngalinye elisebenza esikolweni seSithili liqeqeshwa kakuhle ukuze lixhase ulonyulo;
- g) Onke aMagosa oloNyulo eSikolo afumana imigaqo yolonyulo yephondo kunye namanye amaxwebhu kwangexesha;
- h) Ukuqinisekisa ukuba ulawulo lolonyulo luyenziwa esithilini, ngokubhekiselele kwisicwangciso sephondo;
- i) Ukuhlola inkqubo yolonyulo ngokundwendwela izikolo zikarhulumente ngexesha lolonyulo;
- j) Ukulungisa imihla yolonyulo kwizikolo zikarhulumente esithilini ngokweSihlomelo "B";
- k) Ukuqinisekisa ukuba aMagosa oloNyulo eSithili azise i-ofisi yesithili ngembalelwano malunga nemihla yolonyulo kunye nangamagama kunye neenombolo zokuxhumana nabantu abakhethwe kwi-SGB;

- l) Ukuqinisekisa ukuba bafumana uXwebhu lweNkcukacha ngokweSihlomelo “H1” kwiZikolo zikaRhulumente okanye iSihlomelo “H2” kwiZikolo zikaRhulumente zaBafundi abaneeMfuno eziKhethekileyo zokuFunda kwiNqununu yeSikolo; kuze kuthunyelwe kwisithili kwiintsuku ezingama 30 kubekho intlanganiso yesikolo;
- m) Ukunika iGosa loloNyulo lePhondo uxwebhu lweenkcukacha ze-SGB zizonke kwiintsuku ezingama 30 kumhla wokugqibela wolonyulo;
- n) Ukuqulunqa ingxelo yesithili yolonyulo ukuze ithunyelwe kwiGosa loloNyulo lePhondo kwiintsuku ezingama 30 ukusuka kumhla wokugqibela wolonyulo;
- o) Ukuxhobisa aMagosa oloNyulo eSikolo ukuze akwazi ukulawula inkqubo yolonyulo yesikolo;
- p) Ukulungisa iileta zokwaziswa kwamalungu amatsha equmrhu lolawulo ukuze kusayinwe yiNtloko-mlawuli yeSithili ukuze kunikwe izikolo.
- q) Ukuphanda nokujonga nayiphi na imeko eziswe kuye lilungu lasekuhlaleni ezingahambi ngokweMiqathango.

11.2.2 IQela loloNyulo leSithili liyakuquka:

- a) iGosa loloNyulo leSithili
- b) AMagosa eSithili

11.2.3 IQela loloNyulo leSithili lithi:

- a) Ukuncedisa iGosa loloNyulo leSithili kwimisebenzi yonke yolonyulo;
- b) Ukuba noxanduva lweqhinga lolawulo ukuqinisekisa ukuba ulonyulo lwe-SGB lupapashwe kakuhle kubo bonke abachaphazelekayo esithilini;
- (c) Ukujonga lonke ulonyulo.

11.2.4 AMagosa oloNyulo eSithili nawePhondo akayi konyulwa okanye avotelwe okanye onyulwe ngamalungu eqela lolonyulo kuso nasiphi isikolo ephondweni.

11.3 iGosa loloNyulo leSithili

11.3.1 Imisebenzi yeGosa loloNyulo leSithili ngaphambi kentlanganiso yolonyulo iyakukuba:

- a) Ukusayina iincwadi ezilungiswe yiNqununu yeSikolo, enika iinkcukacha zomhla, ixesha kunye nendawo yohlobo lolonyulo kunye nokuqinisekiswa kwenkcukacha zomzali/lowo umele umzali kuluhlu lwabavoti besikolo lwe-SASAMSI. Uhlobo lwesaziso kufuneka luhambe ngokweSihlomelo “C1” no “C2”.

11.3.2 iGosa loloNyulo leSithili aliyi konyulwa okanye livotelwe njengelungu lequmrhu lolawulo lesikolo apho aligosa l olonyulo.

11.3.4 Ngexesha lentlanganiso yolonyulo iGosa loloNyulo leSithili liyakuthi:

- a) Lichaze inkqubo yokhetho novoto kubavoti;
- b) Ukuvumela abo bakhethiweyo bazazise ngokubhejiselele kule migaqo;
- c) Ukutsala umdla kubavoti kokuqulethwe nguMthetho kule miqathango;
- d) Ukulawula inkqubo yolonyulo;
- e) Ukungenelela nokusombulula naziphi na izibheni ngosuku lolonyulo;

11.3.5 IQela loloNyulo leSikolo liyakuthi:

- a) Lincediswe inqununu neGosa loloNyulo leSikolo kuyo yonke imisebenzi yabo kuquka ukulungisa iinkcukacha zabazali ku-SASAMS;
- b) Libe noxanduva lokuyila iqhinga lolawulo ukuqinisekisa ukuba ulonyulo lwe-SGB lupapashwe kwakuhle kubo bonke abathatha inxaxheba;
- c) Ukuncediswa kwiirejista yokuhamba isikolo nemizuzu yokhetho neyentlanganiso yokhetho.

12. INqununu yeSikolo

Uxanduva nemisebenzi yeNqununu ngaphambi kolonyulo kukuba:

- a) Kufunyaniswe izaziso kwaba bavoti bafanelekileyo balandelayo: abazali, ootitshala, abasebenzi abangengabo ootitshala nabafundi hayi ngaphantsi kweentsuku ezingama 21 ngaphambi komhla wolonyulo;
- b) Ukuqinisekisa ukuba iphepha lesaziso linikwa umfundi ngamnye ubuncinane kwiintsuku ezingama 21 ngaphambi kwentlanganiso yolonyulo novoto ephakanyisiweyo, kubekho umyalezi ocacileyo kumfundi ukuba alnike umzali wakhe, noku
- c) Ukuqinisekisa ukuba isaziso esinomhla, nexesha nendawo sihanjiswa ngazo zonke ezinye iindlela zoxibelelwano ezisebenzayo kuluntu lwasekuhlaleni lesikolo, ukuba nje ayiphazamisani nalo naliphi na ilungu loluntu lwasekuhlaleni;
- d) Ukuqinisekisa ukuba isaziso singolwimi lwesikolo lokufundisa, apho kwenzeka khona sibe ngolwimi lwenkobe lomntwana.
- e) Iinkcukacha zabagqatswa abathunyelweyo mazipapashwe kumakhasi esikolo ubuncinane kwiintsuku ezintathu (3) phambi kolonyulo yaye, ngemvume yomgqatswa, zinokufunyaniswa ngendlela ye-elektroniki kubo bonke abazali;
- f) Ukuqinisekisa ukuba amaxwebhu akhona ngexesha lentlanganiso yolonyulo novoto. Ubume boxwebhu lolonyulo malube **ngokweSihlomelo "D"**;
- g) Ukuqinisekisa ukuba kukho indawo efanelekileyo yentlanganiso yolonyulo;
- h) Ukuhlola, kugximizwe yaye kusayinwe kwiphepha ngalinye lomqulu owenziweyo wokuvota;

- i) Ukuqinisekisa ukuba kusekwe iQela loloNyulo leSikolo, elisebenzayo yaye lixhaswa sisikolo;
- j) Ukuqinisekisa ukuba iQela loloNyulo leSikolo kiyaziqonda iinkqubo ezisetyenziswayo, yaye zonke iziseko, iziseko ezizakufuneka kulonyulo zikhona,

13. Ukubeka iliso kunye nokuqwalaselwa koNyulo

13.1 IGosa loloNyulo lePhondo/iGosa loloNyulo leSithili lizakuqesha naliphi na inani labantu ukuhlola zonke iinkqubo ngexesha lalo lonke ulonyulo lwe-SGB.

13.2 Abo bantu bayakuthi:

- a) bafikelele kuzo zonke iinkqubo ezifanelekileyo kulonyulo kangangoko kunakho;
- b) bangangeneleli kuyo nayiphi na inkqubo ebhekiselele kulonyulo;
- c) benze ingxelo ebhaliweyo ngokuboniweyo baze bayithumelelvkwiGosa loloNyulo lePhondo/iGosa loloNyulo leSithili kwiintsuku ezili 14 kugqitywe ulonyulo.

13.3 Imibutho yee-SGB kunye nabathathi-nxaxheba abachaphazelekayo baya kuba nelungelo lokuthumela iintloa Kwisikolo sikarhulumente ngasinye.

14. Ukubhaliswa kwabavoti

14.1 Umqulu wabavoti kulo ngalunye udidi mawubekhona, unamagama abazali abafanelekileyo, ootitshala, amalungu abasebenzi nabafundi. **ISihlomelo "K"** sibonisa umqulu wabavoti wabazali.

- a) Kuluxanduva lweNqununu ukuqinisekisa ukuba abazali, abafundi, ootitshala nabasebenzi abangezizo iititshala balenciaga iinkcukacha zabo xa kukho utshintsho kwiinkcukacha. Lonke ulungiso notshintsho kwisiseko se-SASAMS kufuneka sijongwe kwakhona yaye sivunywe yiNqununu rhoqo ngekota ngaphambi kokuthunywliwa kwrso siseko kwiCala le-EMIS leSithili;
- b) INqunu yeSikolo mayinike iGosa loloNyulo leSikolo umqulu wabavoti ugximfisiwe waza wasayinwa, owawo onke amalungu kuwo onke amaphepha.

- I. Umqulu wabavoti wootitshala kufuneka uquke bonke ootitshala abaqeshwe esikolweni;
- II. Umqulu wabavoti wamalungu angezizo iititshala angabasebenzi kufuneka u enable bonke abasebenzi abaqeshwe esikolweni;
- III. Umqulu wabavoti wabantwana kufuneka ubenawo onke amalungu akgethiweyo e-RCL esikolweni;
 - a. Umqulu wabavoti wabazali, abafundi, ootitshala namalungu angezizo iititshala kufuneka usekwe ngokwesiseko se-SASAMS esivunyiweyo yaye esisesamva sesikolo.

14.2 INqununu mayikhuphe isaziso seentsuku ezisi 7 (**iSihlomelo "C2"**) esimema abazali ukuba baqinisekise iinkcukacha zabo kumquat wabavoti. Inkqubo yokuqinisekisa nokulungisa mayiqale ngosuku lwesibhozo ize gqitywe kwiintsuku ezisi 7 ngaphambi kolonyulo.

- 14.3 Isikolo siyakuthatha iinkcukacha ezikumqulu wobhaliso lokwamkela abantwana njengolungileyo ukuba abazali abakwazi ukulungisa iinkcukacha zabo kumqulu wokwamkelwa kwabantwana ngexesha elibekwe kumyalelo 14.2.
- 14.4 Iinkcukaca zomqulu wabavoti wokugqibela oqinisekisiweyo nolungisiweyo kufuneka ubhalwe **kwiSihlomoelo “J”** yaye usayinwe yinqununu njengomqulu wenyani wabo bonke abazali ababhalisiweyo.
- 14.5 Bonke abaphakamisa imibono, abaxhasayo nabonyuliweyo kufuneka ibengabantu ababhalisiweyo kumqulu wabavoti. Umqulu wabavoti kuzo zonke iindidi uvala ngaphambi kweentsuku ezi 7 phambi kosuku lokuvotaukuqinisekisa ukuba igosa lolonyulo liqwalasela kwiinkqubo zolonyulo novoto yaye liqinisekise ukuba semgangathweni komqulu wabavoti.

15 Indlela zoloNyulo noVoto

- 15.1 Kukho ezi ndlela zolonyulo zilandelayo:
- (a) INdlela yoloNyulo noVoto; (ecetyiswayo kwizikolo ezinabafundi abayi-200 nangaphantsi);
 - (b) INdlela yoSuku oluPheleleyo loloNyulo ; okanye
 - (c) INdlela yoloNyulo nge-intanethi.
- 15.2 Ukuba izikolo zikarhulumente zidibene nabazali kuyenzeka zikhethe ukusebenzisa indlela yokuVota nge-intanethi, isikolo masifake isicelo kwiNtloko yeSebe okanye lowo ukhethwe endaweni yakhe zingafikanga iintsuku ezingama 30 phambi kolonyulo.
- 15.3 Ukunika imvume yendlela yolonyulo, iNtloko yeSebe okanye lowo ukhethwe endaweni yakhe uza kuqwalasela ukuba:
- a) Uhlobo lolonyulo luza kunyusela ezona mfuno zendawo yesikolo sikarhulumente kunye nesikolo eso yaye ajonge ukuba iza kuvumela ukuthatha inxaxheba koninzi lwabavoti kusini na kwinkqubo yokuvota;
 - b) Ukuba indlela yolonyulo ayiyi kucalucalula ngakuye nawuphi na ofuna ukuvota okanye iqela labavoti;
 - c) Ukuba kunikwa umphako owaneleyo wenkqubo yokhetho, kwakhona
 - d) Iziseko ezaneleyo zikhona kwindlela ekhethiweyo.
- 15.4 INtloko yeSebe okanye lowo amkhethileyo kufuneka aphenidule kwiintsuku ezisi (7) zokufumana isaziso. Ukungaphenduli kuya kuthathwa njengokuvuma ukuba isikolo sikarhulumente siqhubeke nohlobo olukhethiweyo.
- 15.5 Isikolo sikarhulumente singafaka isibheni ku-MEC onoxanduva lwemfundo ephondweni, ngembalelwano, kwiintsuku ezisixhenxe ukusuka kusuka lwesaziso sesigqibo, ngokubhekiselele kumhlathi 15.3.

- 15.6 U-MEC onoxanduva lwemfundo kufuneka kwiintsuku ezisixhenxe (7) efumene isibheni, njengoko kuvgazwe kumhlathi 14.5, azise isikolo ngembalelwani ngesigqibo sakge kunye nezizathu zeso sigqibo.
- 15.7 INqununu kunye ne-SGB ephumayo kufuneka bazise ngohlobo lolonyulo kwiGosaloloNyulo leSikolo ukuze kulungiswe yaye kusayinwe izaziso ngendlela eyiyo.
- 15.8 IGosa lolonyulo leSikolo kufuneka lazise iGosa lolonyulo leSithili ngohlobo lolonyulo yaye kunikwe isicwangciso solawulo solonyulo kwiintsuku ezili 14 ngaphambi kolonyulo;
- 15.9 Isicwangciso solawulo ekubhekiswe kuso kumhlathana 15.8 kufuneka ubuncinane siquke:
- (a) Umhla ophakanyisiweyo wohlobo lolonyulo;
 - (b) Ixesha ulonyulo oluzakuqala ngalo, amaxesha okuvula nokuvala kwezitishi zokuvota;
 - (c) Ixesha apho iivoti zizakubalwa ngalo nexesha lokwaziswa kweziphumo;
 - (d) Isicwangciso seqela lolonyulo lesikolo sokujonga izitishi zovoto ukuba kukho amagosa aneleyo ukuba inkqubo iqhubeka.
- 15.10 IGosa lolonyulo leSikolo kufuneka lisayine izaziso ezilungisiweyo (**iSihlomelo “C1” no “C2”**) kumaxwebhu afanelekileyo, apho umhla, ixesha nendawo yolonyulo novoto kufuneka zichaziwe. Izaziso mazihanjiswe ngokomthetho 12 kunye no 20.
- 15.11 IGosa lolonyulo leSikolo maliqinisekise ukuba izaziso ezibhekiselele kulonyulo novoto ziyahanjiswa yate zixhonywe njengoko kuboniswe kwimiyalelo.

16 INkqubo yoloNyulo

- 16.1 IGosa lolonyulo leSikolo kufuneka lilandele inkqubo yokuquka wonke umntu, kungafihlwa nto yaye kusetyenzwe ngokwentando yesininzi.
- 16.2 Ukonyulwa kwecala labazali kwiqumrhu lolonyulo kuya kwenziwa emva kolonyulo novoto lootitshala, amalungu abasebenzi abangezizo iititshala kunye namalungu abafundi kwiqumrhu lolawulo.

17 UkuKhethwa nokuVotelwa kwaMalungu ooTitshala

- 17.1 INqununu yesikolo mayinike iGosa lolonyulo leSikolo umqulu wabavoti ogcimisweyo nosayiniweyo kwiphepha ngalinye.
- 17.2 IGosa lolonyulo leSikolo kufuneka lidibene neNqununu kuqala linike umhla, ixesha kunye nendawo yentlanganiso yolonyulo novoto lwamalungu ootitshala.

- 17.3 INqununu kufuneka iqiniseke ukuba ootitshala basifumene isaziso sentlanganiso ubuncinane kwiintsuku ezingama 21 ngaphambi kosuku lwentlanganiso. Indlela yesaziso kunye nephepha lolonyulo kufuneka zihambe ngokweSihlomelo “C1” no “E”, ngokokulandelelana.
- 17.4 Ulonyulo lukatitshala luyakwenziwa ngokufaka uxebhu lolonyulo lugcwalisiwe lwaa lwasayinwa ngutitshala oqeshwe esikolweni esenza ukhetho, utitshala omnye oqeshwe esikolweni exhasa ulonyulo nomgqatswa, kwiGosa loloNyulo leSikolo kwintlanganiso yolonyulo novoto.
- 17.5 Ukuba inani lonke labagqatswa ekufunyenwe ukhetho lwabo:
- a) lingaphantsi kwenani lamalungu avunyelwe kolo didi lweso sikolo njengoko kubekwe kwiSihlomelo “A”
 - i. Ixesha lolonyulo liya kwandiswa ngexesha elingegqithi kwimizuzu engama 30, ukuba ukhetho lusanonisa ngaphantsi kwenani elifunekayo kolo didi, intlanganiso iya kumiswa lize iGosa loloNyulo leSikolo libize enye intlanganiso kwixesha elingegqithi iintsuku ezi 7 ngaphambi kwentlanganiso yolonyulo yabazali. Amalungu akhethwe ngaphambi kokuhlelwa ngakutsha kwentlanganiso aya kuhlala ekhethiwe kulonyulo oluphinde lwahlelwa kodwa olunye ulonyulo kufuneka lufakwe luze luvunywe.
 - ii. Ukuba emva kwentlanganiso yolonyulo yesibini ebanjwe ngokwemimiselo yomthetho 17.5 (a) inani lonke lokhetho olululo lisengaphantsi kunenani elifunekayo lamalungu ootitshala, iGosa loloNyulo leSikolo liyakuvuma ukuba abagqatswa abakhethiweyo bakhethwe ngendlela yaye okufumaneka kumqathango 8 kuya kusebenza ukuba kuza kuphinda konyulwe ngamanye amalungu equmrhu kwiintsuku ezingama 90 emva kolo lonyulo kwaye:
 - a) lilingana nenani lamalungu ekubhekiswe kuwo kumqathango 17.5 (a), iGosa loloNyulo leSikolo liyakuvuna ukuba bonke abakhethiweyo ukuba bangene kwiqumrhu lolawulo; okanye
 - b) lingaphezulu kwenani lamalungu ekubhekiswe kuwo kumqathango 17.5 (a), ulonyulo luyakwenziwa ngohlobo lokuvota ekhusini.
- 17.6 Apho isikolo sinootitshala ababini kuphela kubasebenzi baso, iGosa loloNyulo leSikolo lingatsala ubuninzi okanye lisebenzise ezinye iindlela ezivuma ukuba kukhethwe noba ngubani phakathi kwabo babambisene ngesikhundla. Oku kufuneka kwenziwe elubala yaye kuvunyelwene nabo bakhethiweyo.
- 18 UkuJhethwa nokuVotelwa kweLungu labaSebenzi elingeyiyo iTitshala**
- 18.1 Ilnkqubo echaziweyo ebekwe kumqathango 17 iya kusebenza ukukhetha nokuvotela amalungu angezizo iititshala ukuba indlela yesaziso sentlanganiso kunye nephepha lokuvota ihamba ngokweSihlomelo “C1” no “E”, ngokokulandelelana.
- 18.2 Kwiimeko apho kungekho lungu lingeyiyo iititshala esikolweni, isikhundla siya kushiya singagcwaliswanga.

- 18.3 Apho kukho ilungu elinye elingeyiyo ititshala, liyakuthathwa njengelikhethiweyo ukungena kwiqumrhu lolawulo.
- 18.4 Apho kukho amalungu amabini abasebenzi esikolweni, iGosa loloNyulo leSikolo liyakutsala okuninzi okanye lisebenzise enye indlela evumela ukhetho phakathi kwabo bakhethiweyo ababambene ngesikhundla. Kwimeko yabasebenzi abazizo iititshala abangaphezu kwesibini, kufuneka kubanjwe ukhetho lwentando yesininzi ukuqonda ukuba ngubani ekufuneka akhethelwe ukungena kwiqumrhu lolawulo.

19 UkuKhethwa nokuVotelwa kwaMalungu aBafundi

- 19.1 Ukukhethwa nokuvotelwa kwaBafundi aBamele abanye kwiKansilekwi-SGB makubanjwe ngokwenkqubo ebekwe kwiSaziso sePhondo se- 110 sonyaka u-2016 esipapashwe kwiGazethi yePhondo yama 2054. iZihlomelo "A3" (isaziso sentlanganiso), "B3" (uxwebhu lolonyulo) no "C2" (iphepha lovoto) zikwasetyenziswa ukuxhasa inkqubo.
- 19.2 Abafundi kufuneka baziswe ngeCandelo 32 loMthetho, elichaza ubume babantwana kwiqumrhu lolawulo.

20 UkuKhethwa nokuVotelwa kwaMalungu aBazali

20.1

- (a) INqununu yesikolo idibene neGosa loloNyulo leSikolo kufuneka balungise izaziso zentlanganiso edibanisa ukhetho novoto apho kuza kuchazwa ngomhlam ixesha nendawo apho uhlobo lokuvota luyakwekenza khona. Uhlobo lwesaziso nephepha lokuvota kufuneka zihambe ngokwe*Sihlomelo "C1"* no *"E"*, ngokukandelana.
- (a) Umhla, ixesha nendawo kufuneka ziqwalaselwe, ukuze kuvume ukuba uninzi lwabazali luthathe inxaxheba kulonyulo.
- (b) *Sihlomelo "Ukwaziswa kokuqinisekiswa kweenkcukacha nokulungiswa kweenkcukacha zabazali kumqulu wabavoti"* kufuneka ugcwaliswe yaye usayinwe kwiintsuku ezi 7 ngaphambi kwentlanganiso yolonyulo novoto. Izaziso zomhla, ixesha nendawo yokhetho novoto kufuneka zihanjiswe ngazo zonke iindlela zoqhagamshelwano yaye zixhonywe kwiindawo ezaziwayo esikolweni nasekuhlaleni ubuncinane iintsuku ezingama 21 ngaphambi komhla wokhetho novoto. Ukukhethwa nokuvotelwa kwanalungu makuhambe ngokohlobo lolonyulo isikolo esiza kuluthatha.

20.2 IGosa loloNyulo leSikolo kufuneka liqinisekise ukuba:

- (a) Ikhora ye-15% iyafikelelwa ngaphambi kokuqala kolonyulo;
- (b) Ixesha lokuqala nelokuvala ulonyulo libekiwe ekuqaleni kwentlanganiso;
- (c) Kulowo ukhethwayo ngamnye kufuneka kubekho umphakamisi nomxhasi; yaye
- (d) Lowo ukhethwayo, ophakamisayo noxhasayo kufuneka bavele kuxwebhu lwababoti yaye babekhona ngosuku lwentlanganiso yokhetho novoto.

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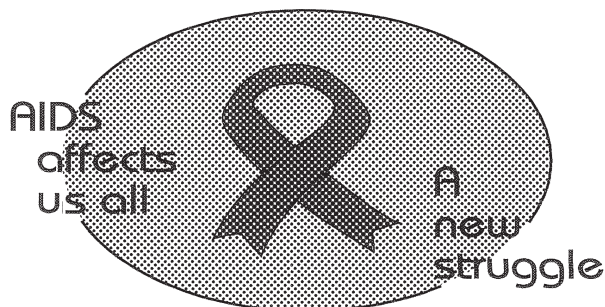
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PART 2 OF 3

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- 20.3 Ukuba kwintlanganiso yokuqala yokhetho novoto ikhoram ayifikelelwanga, ulonyulo maluphinde lubekelwe olunye usuku, hayi ngaphantsi kweentsuku ezi 7 okanye ngaphezulu kweentsuku ezili 14 ukusukela kwintlanganiso yokuqala apho inkqubo yosuku ekumqathango 20 iyakuphindwa.
- 20.4 Abagqatswa abakhethwe ngaphambi kokuphinda kuhlelwe intlanganiso yokhetho novoto bayakuhlala bekhethiwe ukuze vavotelwe kuloo ntlanganiso ihleliweyo kodwa ukhetho olugqitha kolo suku lungaphinda lufakwe luze lwamkelwe.
- 20.5 Isaziso sosuku lwesibini kufuneka sichaze kakuhle ukuba akukho khoram ifunekayo kule ntlanganiso.

21. Ikhoram

Ijhoram ye-15 % iyafuneja ukuze iziphumo zoloNyulo lwe-SGB ziqinisekise.

22. INdlela yokuKhetha neyokuVota

Kukhetho novoto zimbini iiseshoni zentlanganiso enye. Xa kuphela iseshoni yokhetho, kuqala iseshoni yokuvota ngoko nangoko.

22.1 UkuKhetha aMalungu aBazali

- 22.1.1 IGosa loloNyulo leSikoo lidibene neNqununu yesikolo kufuneka baqinisekise ukuba izaziso ezibhekiselelekukhetho nokuvota ziyahanjiswa, zixhonywe yaye zihanjiswa kubazali njengoko kuchazwe kumqathango 12 (a - c).
- 22.1.2 IQela loloNyulo leSikolo kufuneka liqinisekise iinkcukacha zabavoti kumqulu wabavoti. Isazisi esiluhlaza esinekhawudi yemigca okanye ikhadi lesazisi, ipasi lokundwendwela kanye ilayisenisi yokuqhuba ziza kusebenza njengesiqinisekiso somvoti ofanelekileyo.
- 22.1.3 Ikhoram yabazali abali 15 % kwinani lonke labazali abakumqulu wabavoti iyafuneka ukuze kuqhubeka ukhetho nokuvota.
- 22.1.4 IGosa loloNyulo leSikolo lizakubona ixesha nobude benkqubo yokhetho: ukuba ixesha elinikiweyo alikho ngaphantsi kwemizuzu engama 30 kwakhona lingekho ngaphezulu kwiyure.
- 22.1.5 Ukukhethwa komgqatswa kuya kuqhubeka ngexesha lentlanganis yokukhetha nolonyulo ngokubhekiselele kule nkqubo ilandelayo:
- a) Ukhetho lwenziwa ngexesha elivunyiweyo lokhetho ukuba olo khetho luzakuxhaswa ngomnye umzali yaye uxwebhu lokhetho lugcwaliswe kakuhle ngilowo uphakamisayo, umxhasi nomgqatswa, yaye kwafakwa kwigosa lolonyulo entlanganisweni. Lowo uphakamisayo, umxhasi nomgqatswa ufuneka babekhona kwintlanganiso yokhetho. Inkqubo yokhetho mayenziwe ngojlobo olubhaliweyo, akuyi kuvunywa ukuba kuphakanyiswe izandla.

- b) Akukho gunya lokumela omnye umntu kuvoto liya kuvunyelwa.

22.2 Emva kokuba ixesha lokhetho liphelile iGosa loloNyulo leSikolo kufuneka:

22.2.1 kuqwalaselwe abo bakhethiweyo kuze kukhatywe ukhetho lwakhe nawuphi na umgqatswa othe:

- a. Wangakhethwa ngokwenkqubo ebekwe kule miqathango;
- b. Wangafanelwa kukhethwa nokuvotelwa ngokubhekiselele kule miqathango;
- c. Wapapasha abagqatswa ukhetho lwabo oluvunyiweyo.

22.2.2 Ukuba inani lonke labagqatswa ukhetho lwabo olwamkelweyo:

- a) Lingaphantsi kunenani lamalungu avunywe kolo didi lweso sikolo njengoko kubekwe **kwiSihlomelo "A"**,
 - i. Ixesha lokhetho liya kwandiswa ukuya kwimizuzu enegqithi engama 30, ukuba ukhetho lusengaphantsi kwenani elifunekayo kolo didi, intlanganiso iya kumiswa lize igosa lolonyulo lesikolo libize enye intlanganiso eya kuhlelwa hayi zingaphelanga iintsuku ezi 7 okanye ngaphezu kweentsuku ezili 14 ukusuka ngomhla wokuqala wentlanganiso yokuqala. Amalungu akhethe ngaphambi kokuphinda kusekwe intlanganiso aya kuhlala ekhethelwe ulonyulo kwintlanganiso ehleliweyo kodwa akuyi kubakho khelo lulolunye olungafakwa luze lwamkelwe.
 - ii Ukuba emva kwentlanganiso yesibini yokhetho ebanjiweyo inani lonke labakhethiweyo lisengaphantsi kwinani elifunekayo lamalungu abazali, iGosa loloNyulo leSikolo liyakuthi lazise abagqatswa abakhethiweyo njengabonyuliweyo yaye kuya kusebenza okuqulethwe kumhlathana 8.5 no 8.6: ukuba kuzakubakho ulonyulo oluya kwenziwa ngamalungu kungaphelanga iintsuku ezingama 90 emva kosuku lolo lonyulo.
- b) Lilingana nenani lamalungu ekujongiswe kuwo, iGosa loloNyulo leSikolo liyakwazisa bonke abonyuliweyo njengabavotelwe ukungena kwiqumrhu lolawulo; okanye
- c) Likhulu kunenani lamalungu ekujongiswe kuwo kumhlathi u 22.2.2, uvoto luya kwenziwa ngohlobo lokuvota ngasese.

22.3 Ukufaka iivoti

Ulonnyulo luya kubanjwa ngomhla, ixesha nendawo enikwe kwisaziso (**iSihlomelo "C1"**) sentlanganiso yokhetho.

22.3.1 IGosa loloNyulo leSikolo liyakuchaza inkqubo eya kulandelwa kwintlanganiso yaye kufuneka ubuncinane lichaze ukuba wonke umgqatswa okhethiweyo uyakuba nethuba lokuchaza ngomlomo kwintlanganiso:

- a) igama lakhe;
- b) amagama namabanga abantwana bakhe abasesikolweni;
- c) umsebenzi wakhe, ixesha esebenza okanye izakhono; kunye

- d) nombono wakhe lulawulo lwesikolo, ukuze abazali benze isigqibo esilungileyo kwinkqubo yolonyulo.
- 22.3.2 Ulonyulo luyakuba luvoto lwasekhusini. Uhlobo lwephepha lokuvota kufuneka lubenjengoko kubekwe **kwiSihlomo "E"**. Amaphepha okuvota akhutshiweyo akufuneki akhutshwe ngaphandle kwesitishi sokuvota.
- 22.3.3 Ngaphambi kokunikwa kwamaphepha okuvota, iGosa loloNyulo leSikolo kufuneka liqinisekise ukuba naliphi na iphepha lokuvota linesitampu kulo.
- 22.3.4 IGosa loloNyulo leSikolo kufuneka lichaze inkqubo yokuvota, ubuncinane kunye nobukhulu benani labgqatswa abaza kuvotelwa kwakunye nendlela yokubhala ivoti.
- 22.3.5 Ngaphambi kwentlanganiso yolonyulo igosa lolonyulo lesikolo liya kulungisa iphepha lokuvota elinamagama abo bakhethiweyo kuwo ngohlobo lokulandelelana kweefani nge-alfabethi.
- 22.3.6 Umvoti uyakuthi ekhusini, abhale ivoti yakhe ephepheni lokuvota aze afake iphepha lokuvota ebhokisini okanye esinye isikhongozelli esinesiciko sibekwe ngezo njongo.
- 22.3.7 Umntu odinga uncendo angathi, ngokuzicelela, ancediswe ligosa lolonyulo lesikolo okanye ilungu leqela lolonyulo kukhona ingqina elikhethwe ngulowo uvotayo.

22.4 Ukubalwa kweevoti

- 22.4.1 IGosa loloNyulo malivule amaphepha okuvota phambi kwabo bahlola oko nabakhethiweyo abafuma ukubakhona.
- 22.4.2 IGosa loloNyulo leSikolo kufuneka liwakhabe amaphepha amoshekileyo ngaphambi kokubala iivoti ezibhalwe kumgqatswa ngamnye ukuba:
- a) Iphepha elo kufakwe kulo uphawu olusemthethweni okanye isitampu alibonakali;
 - b) Amaphepha okuvota aneevoti ezininzi kunenani lamalungu azakonyulwa;
 - c) Ivoti igcwaliswe ngohlobo apho ngokombono wegosa lolonyulo, akuqinisekwa ukuba ivoti iya kowuphi umgqatswa okanye abagqatswa.
- 22.4.3 Emva kokukhatywa kwamaphepha amoshekileyo, iGosa loloNyulo leSikolo kufuneka:
- a) Libale iivoti phambi kwabo bonke abagqatswa abafuma ukubakhona;
 - b) Lazise kwintlanganiso yonke igama lomgqatswa ngamnye kunye neevoti zomvoti ngamnye; yaye
 - c) Ligcwalise uxwebhu **ngokweSihlomo "F"** kuboniswe inani leevoti umgqatswa ngamnye azifumeneyo.
- 22.4.4 IGosa loloNyulo leSikolo kufuneka lazise abagqatswa abavotelweyo, ukuqalela koneevoti ezininzi azifumeneyo.
- 22.4.5 Apho kukho ababambeneyo ngenani leevoti ezifunyenweyo ngabagqatswa ababini okanye ngaphezulu, yate oku kuchaphazela isiphumo sovoto, iGosa loloNyulo leSikolo liyakutsala okuninzi ukuqinisekisa isiphumo okanye

lisebenzise olunye uhlobo oluvumela ukhetho lokutsala emnqwazini kumalungu abambeneyo. Oku makwenziwe elubala kukho abo bahlolayo kunye nabagqatswa abafuna ukubakhona.

22.4.6 IGosa loloNyulo leSikolo liyakugqiba ngazo zonke iineko ezibhekiselele kukhetho novoto.

22.4.7 IGosa loloNyulo leSikolo liya kugcwalisa uxwebhu lokwazisa ulonyulo ngokwe**Sihlomelo "F"** emva kwentlanganiso yolonyulo lwabazali lize liluthumele kwigosa lolonyulo lesithili.

23 INdlela yoSuku oluPheleleyo loKhetho

Le ndlela yolonyulo losuku olupheleleyo lwesandla apho abavoti beza buqu kwindawo bezokuvota nangaliphi na ixesha kwiinyure ezibekelwe bucala zosuku ngaphandle kokubanjwa kentlanganiso. Ukubalwa kweevoti kunokuqhubeka kuphela ukuba inani leevoti ezithe zavalwa libonisa ukuba i-15% yekhoram yabavoti ifikelelwe.

23.1 Ukukhethwa kwaMalungu aBazali

- (a) IGosa loloNyulo leSikolo lidibene nenqununu yesikolo kufuneka liqinisekise ukuba izaziso malunga nokhetho novoto ziyahanjiswa, zixhonywe yaye zinikwe abazali ngokomyalelo 12 (a - c).
- (b) Umzali makakhethwe (**iSihlomelo "D"**) yaye axhaswe kuphela ngumzali womfundi okwesoko ekufanele avele kumqulu wabavoti, ngokufaka kwigosa lolonyulo lesikolo, hayi ngaphantsi kweentsuku ezi 7 ngaphambi kokuqala kosuku lolonyulo, uxwebhu lolonyulo lugcwaliswe ngumphakamisi, umxhasi nokhethiweyo;
- (c) Lowo ukhethiweyo makanike ezi nkukacha zilandelayo ukuze zikhaphe uxwebhu lokhetho ukuze kunikwe abazali ngaphambi koSuku loloNyulo:
 - i. Ifoto entsha elingana neyepasi
 - ii. Amagama apheleleyo
 - iii. Amagama namagama abantwana okanye umntwana osesikolweni;
 - iv. Umsebenzi womzali, izakhono kunye neminyaka emsebenzini, oko kuzakuba yinzuzo esikolweni; yaye
 - v. Umbono walowo ukhethiweyo ngesikolo.
- (d) Iiprofayili zabo bonke abagqatswa abakhethiweyo kufuneka zinikwe abazali bonke kwiintsuku ezi 3 phambi koSuku loloNyulo, ngemvume yabo abagqatswa, inokuhanjiswa ngendlela ye-elektroniki kubo bonke abazali.
- (e) Inkqubo ekumhlathi 22.2.2 mayilandelwe ngethuba lokutyumba nonyulo

23.2 UloNyulo lwaMalungu angaBazali

- (a) IGosa loloNyulo leSikolo kufuneka lilungise amaphepha okuvota anamagama abo bonke abagqatswa abakhethiweyo bemi ngokwe-alfabhethi (**iSihkomelo "D"**). La maphepha okuvota kufuneka abenesitampu sesikolo okanye olunye uphawu olunqada ukuba kungenziwa into engekho mgceni wolonyulo ngawo.
- (b) Abagqatswa abakhethiweyo kufuneka banikwe iinombolo ezihambelana nenani elisecaleni kwamagama abo kwiphepha lokuvota.
- (c) Umzali ngamnye oqinisekise kumqulu wokuvota kufuneka afumane iphepha ukuze afake uphawu ekhusini kwinani elikhulu labazali njengoko kunikwe (**kwiSihlomelo "A"**).
- (d) Iphepha lokuvota elifakwe uphawu kufuneka liqotywe yaye lifakwe kwibhokisi yeevoti okanye isikhongozeli esivaliweyo ngenjongo yokubalwa.
- (e) Umntu ofuna uncendo angathi acele ngokwakhe, ancediswe liGosa loloNyulo leSithili kukho ingqina elukhethwe ngumvoti.

23.3 Ukubalwa kweeVoti

- (a) Kwinkqubo yokubalwa kweevoti njengoko kuchazwe kumyalelo 24 uza kulandelwa.
- (b) Ukubala kungaqala kuphela ukuba kuqinisekwe ukuba ikhoram ye-15% yevoti ifakiwe.
- (c) Ukuba ikhoram ayifikelelwanga kusuku lokuqala lolonyulo, kufuneka kuhlelwe ngakutsha ulonyulo kwiintsuku ezingekho ngaphantsi kwesi 7 okanye ezingaphezu kwe 14 ukusukela ngomhla wentlanganiso yokuqala apho inkqubo ebekiweyo kumhlathi 20 isebenza khona.

24. Uhlobo lokhetho lwe-intanethi

Olu hlobo loloNyulo nge-intanethi apho kusebenza i-intanethi kwisigaba esinye okanye ngaphezulu. Olu hlobo lolonyulo lungakhethwa zizikolo ezinamandla okulwenza umvoti engekho ngenxa yokubakho kweziseko yaye kukho un8nzi lwabazali abakwazi ukufikelela kubuxhakaxhaka obufunwayo kulonyulo.

24.1 Iimfuno zeNkqubo yolonyulo lohlobo lwe-intanethi

- (1) Ulonyulo lwamalungu kufuneka luqhubeke ngokomhlathi 24.1
- (2) Kufuneka kusekwe isitishi sovoto lwe-intanethi endaweni ebekwe liGosa loloNyulo leSikolo apho uvoto lwe-intanethi lungaqhubeka khona.
- (3) Uvoto nge-intanethi kunye novoto nge-intanethi ungekho kufuneka lubanjwe ngomhla kunye nexesha elibekwe liGosa loloNyulo leSikolo.
- (4) Inqununu mayithi ubuncinane kwiintsuku ezili 14 ngaphambi kolonyulo:
 - (a) Yazise abavoti ngolwimi olucacileyo nolulula, ngendlela ulonyulo oluza kusebenza ngayo nawo nawaphi na amanyathelo umvoti ekufuneka awathathe ukuze angenele avote, yaye

- (b) I ike uludwe lwezixhobo ze-intanethi eziza kusetyenziswa kulonyulo Ubuncinane iza kubonisa isixhobo esiza kusetyenziswa nenkcazo yaso emfutshane.
- (5) Uvoto nge-intanethi ungekho alunakuqala kwixesha elingaphambili kunokuvula kwesitishi sovoto esikolweni sikarhulumenre. Uvoto nge-intanethi ungekho alunakuqhuba emva kwexesha lokuphela kokuvota esikolweni sikarhulumente.
- (6) Ngaphambi kokuba kuqale naluphi uvoto lwe-intanethi, igosa lolonyulo lesikolo liyakuthi lizanelise ukuba inkqubo yokuvota nge-intanethi iyasebenza kakuhle nalungileyo yaye amanyathelo afunekayo okhuseleko ekubhekiswe kuwo kumhlathi 24.2 akhona.
- (7) Kwisitishi ngasinye sovoto lwe-intanethi, amalungiselelo enkxaso nemigaqo kwiinkqubo zovoto aya kulungiswa aze enziwe abekhona kumvoti. Kwimeko yokuvota ungekho, lawo amalungiselelo kwakhona ayakubakho ngohlobo olwahlukileyo lwesitishi esifumaneka gabalala.
- (8) IGosa lolonyulo leSikolo kufuneka liqinisekise ukuba:
- Ubuxhakaxhaka be-intanethi obufanelekileyo neenkonzo zingasetyenziswa ngabo bonke abavoti; yaye
 - Abo basebenzisa iinkonzo banikwa nanini na kukho imfuno naxa kusenzeka, iziseko ezizezinye ezifana nezo zikhethekileyo kunye nezo zilunganayo ezifana nokuncediswa ngumntu.
- (9) kufuneka kubekho ukulingana kwimeko ezibekwe ngayo lonke ukhetho lokuvota kumatshini wokufaka ivoti nge-intanethi.
- (10) Uluhlu lwabagqatswa ekufuneka luchaze ubuncinane:
- Ifoto entsha elingana neyepasi
 - Igama lakhe;
 - Ibanga/amabanga abantwana bakhe esikolweni;
 - Umsebenzi kunye neminyaka usebenza okanye izakhono;
 - Umbono ngesikolo; yaye
- Oku kufuneka kufumaneka yaye kubekwe ngokulingavayo kuzo zonke iinkqubo zovoto lwe-intanethi yaye kuzakwenziwa kufumaneka kuluntu ngezinye iindlela ngaphambi komhla wosuku lokuvota nge-intanethi.
- (11) IGosa lolonyulo leSikolo kufuneka liqinisekise ukuba inkqubo yovoto lwe-intanethi inika ukhetho lokuvota oluqinisekileyo kumvoti. Kwimeko yokuvota ungekho, umvoti uyakwaziswa ngeendlela zokuqinisekisa ukuba uxhumene nesiseko esisemthethweni nokuba unikwe ukhetho oluqinisekisiweyo lokuvota.

24.2 Iimfuno zobuxhakaxhaka benkqubo yokuvota nge-intanethi:

- (1) Ukuze kuqinisekwe ngokuvora ngokwentando yesininzi, iinkqubo kufuneka zisebenziseke yaye ziqondakale kubantu abaninzi kakhulu.
- (2) Inkqubo yovoto lwe-intanethi kufuneka iqinisekise ukufaneleka komvoti ngaphambi kokufaka ivoti.
- (3) Inkqubo yokuvota iya kumqinisekisa umvoti yaye uyakuqinisekisa ukuba, linani elifanelekileyo kuphela leevoti kumvoti elifakwa lize ligcinwe kwibhokisi yokuvota nge-intanethi.

- (4) Inkqubo yokuvota nge-intanethi iyakuqinisekisa ukuba ukhetho lomvoti lululo ncakasana yaye lumelwe kwiivoti yaye ivoti etywiniweyo ingena kwibhokisi yeevoti ze-intanethi.
- (5) Inkqubo yokuvota nge-intanethi iyakugcina iivoti zikhona yaye zinyanisekile. Kwakhona iyakuqinisekisa imfihlo yeevoti yaye zigcinwe zitywiniwe kude kufike inkqubo yokubala.
- (6) Emva kokuphela kwexesha lokuvota nge-intanethi, akukho mvoti uyakuvunyelwa ukuba afikelele kwinkqubo yovoto nge-intanethi.
- (7) Inkqubo yovoto nge-intanethi iyakuba namanyathelo okugcina kufumaneka iinkonzo zayo ngexesha lovoto nge-intanethi. Iyakumelana ingokukhethekileyo ukungasebenzi kakuhle nokwaphuka.
- (8) IGosa loloNyulo leSikolo liyakuqesha umntu, ubuncinane ngokweemeko zobungcaphephe, oyakufikelela kubuxhakaxhaka obuphakathi beqonga le-intanethi kunye neenkukacha zolonyulo. Kuyakuqhutywa imisebenzi yobuxhakaxhaka be-intanethi ebalulekileyo ngulo mntu. Kangangoko kunakho, le misebenzi iyakuqhutywa ngaphandle kwamaxesha olonyulo.
- (9) Inkqubo yolonyulo iyakuthi:
 - (a) Ibale kakuhle iivoti yaye ukubalwa kweevoti kuyakuvezwa;
 - (b) Igcinwe kufumaneka ibhokisi yeevoti ze-intanethi yaye ziyinyani kwaneziphumo zokubalakananfexesha elifunekayo.
 - (c) Inike ukuba kwenzeke ukuba kujongwe yaye kuqinisekise ukusebenza kakuhle kovoto wanobunyani besiphumo, kubonakale umvoti ovota ngobuqhophololo, ukuvota kaninzi komvoti omnye yaye kuqinisekise ukuba zonke iivoti zibaliwe.
 - (d) Inike ukukwazi ukuqinisekisa ukuba uvoto lwe-intanethi lwenziwe kufakwe okusebenza emthethweni, injongo ikukuqinisekisa ukuba iziphumo zizizo ezo zimele iivoti eziqinisekisiweyo.
- (10) Kuya kunikwa ingqwalasela xa kusenziwa iimveliso ezintsha, ngokubhekiselele kwindlela yojusebenza kakuhle xa zithelekiswa nezo bezisebenza, kuquka ezo zisebenzisa ubuxhakaxhaka obenzelwe ukunceda abantu abakhubazekileyo.

25. Ukusombululwa kweZibheno

- 25.1 IGosa lolonyulo lesikolo liyakugqiba ngazo zonke iimeko ezibhekiselele kwinkqubo yokhetho novoto.
- 25.2 Zonke izibheno ziyakuxelwa kwiGosa lolonyulo lesikolo ngeenjongo zokuba zibhalwe phantsi.
- 25.3 IGosa lolonyulo lesikolo ligunyazisiwe ukuba lisombulule zonke izibheno kangangoko, liqiniseke ukuba uvoto lukhululekile yaye lulungile.
- 25.4 Ukuba iGosa loloNyulo leSikolo, nangasiphi na isizathu alikwazi kusombulula sibheno, kufuneka avumele uvoto ukuba lugqithe lize emva koko ligqithise isibheno kwiGosa loloNyulo leSithili kwiintsuku ezi 7 zolonyulo.
- 25.5 Ukuba lowo ukhalazayo akoniselikanga sisigqibo seGosa loloNyulo leSikolo, angathumela isikhalazo sakhe kwiGosa lolonyulo lesithili kwiintsuku ezi 7 emva kokufumana isaziso esibhaliweyo sesigqibo sokugqibela seGosa loloNyulo leSithili.
- 25.6 Ukuba lowo ukhalazayo akoniseliki sisigqibo segosa lolonyulo lesithili, angafaka isibheno ku-MEC kwiintsuku ezi 7 emva kokufumana isaziso esibhaliweyo sesigqibo sokugqibela seGosa loloNyulo leSithili.

- 25.7 Izigqibo ekubhekiswe kuzo ku 25.4, 25.5 no 25.6 kufuneka zenziwe kwiintsuku ezingama 30 kufike isibheni.
- 25.8 Nasiphi isibheni esifike emva kweenkqubo ekubhekiswe kuzo kwimiyalelo 25.7 siyakuthathwa njengesibheni yaye umyalelo 11.1 (m) uyakusebenza.

26. Inkqubo emva kolonyulo

- 26.1 Emva kolonyulo lwequmrhu lolawulo iGosa loloNyulo leSikolo kufuneka kibeke onke amaxwebhu (isaziso sentlanganiso, umqulu wabavoti, onke amaphepha olonyulo, iincwadi zongxelo yabo bebhona ngosuku lokuvota, ukuvunywa kwentlanganiso juquka amaphepha okuvota asetyenziswe kolo lonyulo ekwiimvulophu aze anikwe inqununu kwiintsuku ezi 5 emva kwentlanganiso yolonyulo.
- 26.2 Inqununu kufuneka igcine iimvulophu kwindawo ekhuselekileyo ixesha leminyaka emi 3.
- 26.3 IGosa lolonyulo lesikolo kufuneka lazise inqununu ngembalelwano ngamagama kunye neemombolo zeminxeba zabo bonyulwe njengamalungu, yaye kweso saziso siye kwinqununu ukuze yazise abazali bonke besikolo ngeziphumo zolonyulo kwiintsuku ezi 5 zolonyulo.
- 26.4 IGosa loloNyulo leSikolo kufuneka lithumele ingxelo yesikolo yolonyulo ngokweSihlomelo "L" kwiGosa loloNyulo leSithili kwiintsuku ezi 5 emva kokuba ulonyulo lugqityiwe.

27. Ulonyulo lwamaGosa e-Ofisi

- 27.1 Phambi kolonyulo lwamagosa e-ofisi inqununu iyakwenza amalungu equmrhu lolawulo ukuba azi ngoxandu kunye nemfuneko yokuqinisekisa ukuba amagosa e-ofisi amelwe ngokwesini nangokwahluka kweentlanga zesikolo kangangoko. Uxanduva lweNqununu kukuncedisa iqumrhu lolawulo ukwenza imisebenzi noxanduva lwayo njengoko kubekwe kwiCandelo loMthetho 16 A.
- 27.2 Inqununu iyakubiza intlanganiso yokuqala yequmrhu lolawulo kwiintsuku ezi 7 emva kokupapashwa kweziphumo zolonyulo.
- 27.3 Kwintlanganiso yokuqala yequmrhu lolawulo elo qumrhu liyakuthi, kumalungu alo, lonyule amagosa e-ofisi ekufuneka aqube ubuncinane usihlalo, unongxowa kunye nonobhala: ukuba usihlalo uzakuba ngumzali wequmrhu lolawulo ongaqeshwanga esikolweni eso. Olu lonyulo kufuneka lwenziwe ngovoto lwasekhusini.
- 27.4 Apho nangesiphi isizathu i-ofisi yalo naliphi igosa le-ofisi ibanesikhewu, iqumrhu lolawulo liyakuthi, ngokwale meko ingasentla, kwintlanganiso yokuqala emva kweso sikhewu, lonyule omnye wamalungu ukuba agcwalise eso sikhewu sexesha elisaseleyo kulowo ubebambe kuqala.
- 27.5 Inqununu iya kuchophela intlanganiso ukuba zombini ii-ofisi zikasihlalo nosekela wakhe zinezikhewu.
- 27.6 Kucetyiswa ukuba kungabikho malungu mabini ootitshala abasebenza njengamagosa e-ofisi kwiqumrhu lolawulo;
- 27.7 Amalungu equmrhu lolawulo acetyiswa ukuba angabambi zikhundla ezingaphezulu kwesinye kwiqumrhu lolawulo;

- 27.8 Inqununu kufuneka, emva kwentlanganiso apho konyulwe igosa le-ofisi ngokwale miyalelo, yazise ngembalelwano intloko-mlawuli yesithili eso ngomhla namagama abo bonyuliweyo. Kufuneka kugcwaliswe **Isihlomelo "H"** yaye sithunyelwe kwintloko-mlawuli kwiintsuku ezi 5 emva kwentlanganiso.
- 27.9 (1) Iqumrhu lolawulo lingathi—
- (a) Liseke iikomiti, kuquka ikomiti yolawulo; yaye
 - (b) Liqeshe abantu abangengawo amalungu equmrhu lolawulo kwezo komiti ngokobuchwepheshe babo kodwa ilungu lequmrhu lolawulo kufuneka lichophele ikomiti nganye.
- (2) Iqumrhu lolawulo lesikolo esiqhelekileyo sikarhulumente esinika imfundo kubafundi abaneemfuno ezikhethekileyo zokufunda kufuneka liseke ikomiti yeemfuno ezikhethekileyo zokufunda.

28. UBhaliso lwaMalungu eQumrhu loLawulo noNikezelo loLawulo

- 28.1 Kwintlanganiso yokuqala inqununu kufuneka iqinisekise ukuba iinkcukacha zelungu ngalinye lequmrhu elitsha lolawulo ziyavela kuxwebhu lweenkcukacha ekujoliswe kulo kumyalelo 7.
- 28.2 Inqununu kufuneka, kwiintsuku ezi 5 zentlanganiso yolonyulo lwamagosa e-ofisi, ithumele uxwebhu lweenkcukacha **iSihlomelo "H"** kwiNtloko-mlawuli yeSithili.
- 28.3 Inqununu kufuneka yazise iNtloko-mlawuli yeSithili ngalo naluphi na utshintsho ebulungwini bequmrhu lolawulo, kwiintsuku ezili 14 zolo tshintsho.
- 28.4 Inqununu jufuneka icwangcise yaye iququzelele inkqubo yoNikezelo lolawulo ngokwe**Sihlomelo "I"**.
- 28.5 Inqununu kufuneka ilawule inkqubo ngokunikezela zonke iincwadi zequmrhu lolawulo kwiqumrhu lolawulo elitsha;
- 28.6 Iqhube iseshoni yoqheliso-misebenzi yamalungu aqeshwe ngokutsha kwaye;
- 28.7 Iphendule nayiphi imibuzo engathi iqumrhu lolawulo elitsha libenayo.

29. INkqubo yoloNyulo loNyaka lwaMaGosa e-Ofisi e-SGB

29.1 I-SGB esebenza kakuhle

- 29.1.1 Ixesha lokusebenza le-ofisi leGosa le-Ofisi aliya kugqitha unyaka omnye.
- 29.1.2 Umhla nexesha lolonyulo lonyaka lwamaGosa e-Ofisi liyakufana nangexesha loloNyulo lokuqala lwe-SGB ngonyaka. Nakuphi na ukuphuma ecaleni koku kufuneka kuxelwe yiNqununu kwiGosa loloNyulo leSithili ukuze kuthathwe isigqibo koku ubuncinane kwiintsuku ezingama 30 phambi kowona mhla wolonyulo lonyaka lwaMagosa e-Ofisi.
- 29.1.3 USihlalo we-SGB edibene noNobhala we-SGB neNqununu bazakukhupha iSaziso sentlanganiso esiya kuquka ukhetjo lwaMagosa e-Ofisi.

- 29.1.4 Izikhewu zezihlalo zabazali/ umzali kufuneka zigcwaliswe ngokonyulwa kwabazali abanamalungelo okuvota ngokuqonda olo lonyulo lwenziwa ngamanye amalungu, kwiintsuku ezingama 90.
- 29.1.5 UloNyulo lwaMagosa e-Ofisi luyakuba ngohlobo lokufaka ivoti ephepheni lokuvota.
- 29.1.6 INqununu iyakuchophela ulonyulo lukaSihlalo noSekela-sihlalo. Emva koko uSihlalo uyakulawula ulonyulo lwaMagosa e-Ofisi.
- 29.1.7 Abalawuli bangaphinda bakhethwe ukuba basebenze kwelinye ixesha le-Ofisi.
- 29.1.8 Kuyakugcwaliswa **iSihlomelo "H1" okanye iSihlomelo "H2"** (izikolo ezikhethekileyo) emva nje koloNyulo lwaMagosa e-Ofisi yaye kuthunyelwe kwiHosa loloNyulo leSithili ngosuku olulandelayo.

29.2 I-SGB engasebenziyo

- 29.2.1 Inqununu kufuneka incedise iqumrhu lolawulo ukwenza imisebenzi yalo kunye noxanduva lwayo.
- 29.2.2 Ukuba abalawuli abayenzi imisebenzi yabo, inqununu kufuneka ixele ngalowo mba kwi-Ofisi yeSithili ukuze oko kuqwalaselwe nguMlawuli weSekethe yeSikolo kunye neGosa loloNyulo leSikolo ngokukhawuleza kwinyanga yokuqala oko kwenzekile.
- 29.2.3 Zonke iinzame neenkqubo kufuneka zisetyenziswe ukuze kujhuthazwe ukusebenza kwe-SGB ngokukhawuleza ukuba abalawuli bathe bayeka ukwenza uxanduva nemisebenzi yabo kuquka ukwenza ukhethe loMthetho, SASA iCandelo 22 kunye/okanye iCandelo 25.
- 29.2.4 Ukuba isikhundla sikaSihlalo kunye noSekela-sihlalo azinamntu ngexesha loloNyulo loNyaka lwe-SGB lwaMagosa e-Ofisi, inqununu iyakubiza leyo ntlanganiso.
- 29.2.5 Umhla nexesha lolonyulo lonyaka lwaMagosa oNyaka ziyakufana nangexesha lokuqala le-SGB loloNyulo aMagosa e-Ofisi ngonyaka. Nakuphi ukwahluka koku kufuneka kuxelwe yiNqununu kwiGosa loloNyulo leSithili ukuze kuthathwe isigqibo koku ubuncinane kwiintsuku ezingama 30 ngaphambi komhla wolonyulo lonyaka waMagosa e-Ofisi. Iinkqubo ezifanayo ziya kulandelwa njengakwiMiqathango 29.1.4 to 29.1.8.

30. UKwakhiwa kweQumrhu loLawulo lweSikolo

UKwakhiwa kweQumrhu loLawulo lweSikolo (SGB) lesikolo sikarhulumente liyakujonga kodwa lilinganqandwa koku kulandelayo:

- 30.1 umbono wesikolo;
- 30.2 imisebenzi yamagosa e-ofisi;
- 30.3 ukusekwa kweekomiti nemisebenzi yazo ecacileyo;
- 30.4 iinkqubo zeentlanganiso nokuba zibanjwa emva kwexesha elingakanani;
- 30.5 inkqubo yokulawula ulungiso kumgaqo-siseko.

31. Isikhewu siya kubakhona nanini na ilungu:

- (a) Lirhoxile ngembalelwano;
- (b) Liswelekile;

- (c) Lithathelwe ubulungu njengoko kubekwe kumyalelo 10;
- (d) Lingezi kwiintlanganiso ezimbini okanye ngaphezulu zilandelelana, zequmrhu lolawulo ngaphandle kokugunyaziswa liqumrhu lolawulo ukwenza njalo ngenxa yenkqubo ethathelwa ingqalelo;
- (e) Lisuswe kwi-ofisi ngokokuqulathwe kwindlela yokusebenza ekuthethwa ngayo kwiCandelo 18A loMthetho;
- (f) Lingasaweli kuluhlu lwamalungu ebeliwamele ngexesha lolonyulo;
- (g) Ukuba nanini na, ngokophando, igosa lolonyulo lifumene ukuba kukho ukungahambi kakuhle kwenkqubo okwenzeka ngexesha kusonyulwa elo lungu.

32. Ulonyulo olukhethekileyo olubakhona ngenxa yezikhewu kwiqumrhu lolawulo lwesikolo

- 32.1 Ukuba kukho isikhewu ekuthethwa ngaso kumyalelo 32, inqununu yesikolo kufuneka ithi ngembalelwano, kwiintsuku ezili 14, yazise iNtloko-mlawuli yeSithili, ngokubakho kweso sikhewu.
- 32.2 IGosa loloNyulo leSikolo kufuneka liqeshwe kulonyulo ngalunye lwesikhewu esivelayo.
- 32.3 Ulonyulo olukhethekileyo kufuneka lubanjwe nanini na:
- (a) Inani lamalungu abazali bequmrhu lolawulo liwela kwinani elilingana okanye elingaphantsi kwenani lonke lamalungu angamanye kwiqumrhu lolawulo;
 - (b) Inani lamalungu athi, ngexesha kwenziwa iqumrhu lolawulo, okanye isaziswa ukuba yonyuliwe, liwela kwinani elilingana okanye elingaphantsi kwikhoram ekujoliswe kuyo kumgaqo-siseko wequmrhu lolawulo elipheleleyo; okanye
 - (c) Ilungu lodidi lwamalungu equmrhu lolawulo ekujoliswe kuwo kwicandelo 23 okanye 24 loMthetho lingasamelwanga kwiqumrhu lolawulo.
- 32.4 Nanini na kuvela isikhundla njengoko bekubonwe kumyalelo 31, kufuneka kubekho ulonyulo olwenziwa ngamalungu kwiintsuku ezingama 90 zokubona kweso sikhewu.
- 32.5 Inkqubo echazwa kwimiyalelo 12 no 20 izakusebenza kulonyulo.
- 32.6 Ilungu elikhethwe ngokwalo mhlathi lihlala kwi-ofisi ixesha eliseleyo lalowo lingers endaweni yakhe,
- 32.7 Ukuba isikhewu esichazwe kumyalelo 32.4 siyavela ngenxa yelungu elikhethiweyo lomzali, iqumrhu lolawulo lwesikolo kufuneka likhethe okwexeshana umzali ozakubalilungu onamalungelo apheleleyo okuvota, ixesha elingwdluli iintsuku ezingama 90.
- 32.8 Xa kuthe kwavela isikhewu kwiindidi zobulungu ekubhekiswe kuzo kumyalelo 4,2 (b), amalungu afanelekileyo olo didi kuthethwa ngalo ayakuthi kwiintsuku ezingama 90, abambe ulonyulo ukuze kugcwaliswe isikhewu.
- 32.9 Ukuqeshwa komzali owonyulwe ngamalungu ekujoliswe kuko kumqathango 32.7 kuya kuqhubeka kwiintsuku ezingama 21.

- 32.10 Ilungu lequmrhu lolawulo lesikolo elinomntwana okwibanga lookugqibela eskolweni (lesi-7 okanye ele-12) kufuneka lazise ngembalelwano, usihlalo wequmrhu lolawulo kunye nenqununu iinyanga ezintathu ngaphambi kokufika ixesha lokuphela konyaka.
- 32.11 Ukuba iNtloko yeSebe iyabona ngokwezizathu ezivakalayo ukuba iqumrhu lolawulo alikwazi kwenza imisebenzi yalo yolawulo elinikwe yona ngokubhekiselele kuMthetho okanye aliwenzanga umsebenzi omnye okanye emibini, kufuneka lilandele inkqubo ebekwe kwiCandelo 22 nama 25 loMthetho.

33. Ukusebenza kwequmrhu lolawulo elitsha

Iqumrhu lolawulo eligqiba konyulwa kufuneka liqale ukusebenza nje emva kokuphumelela ukugqiba inkqubo yolonyulo.

34. Ukususwa okanye ukunqunyanyiswa kwaMalungu eQumrhu loLawulo kwi-Ofisi

Ilungu lequmrhu lolawulo lesikolo sikarhulumente lingasuswa kwi-ofisi ngokubhekiselele kwicandelo 18A loMthetho weZikolo zoMzantsi Afrika. Indlela yokuziphatha kwamalungu amaqumrhu olawulo lwesikolo kwiPhondo loMntla-Kooni siSaziso 147 somhla 30 Disemba 2019, inombolo yegazethi. 2316.

35. Indlela yokuziphatha yolonyulo

Akukho gosa okanye umntu oya kusebenzisa ulwimi okanye enze ngendlela ephembelela:

- (a) ukusetyenziswa kakubi kwenkqubo yokhetho nokuvota;
- (b) ukuhazanyiswa/ ubundlonongela ngexesha lolonyulo; okanye
- (c) ukothuswa kwabagqatswa okanye abavoti;
- (d) ukuba abazali bavote ngendlela ethile kumqulu wabavoti, ukuze beze okanye bangezi kwintlanganiso yolonyulo; okanye
- (e) ukuba juvotwe okanye kungavotwa, okanye ukuba kuvotwe okanye jungavitwa ngendlela ethile; okanye
- (f) ukwala ukonyulwa komgqatswa okanye ukurhoxa kulonyulo; okanye
- (g) ukungasebenzisi kakuhle igunya lesikhundla, iimfanelo okanye impembelelo, kuquka ubuzali okanye igunya lomsebenzi ukuphembelela isenzo okanye isiphumo solonyulo.

36. Eminye imiba ekhona ngokubanzi

36.1 Igalelo elingafanelekanga:

- (1) Ngokujonga le miyalelo, akukho mntu ufanele avimbe nabani na ukuba aqhube ilungelo lakhe elibekwe kule miyalelo.
- (2) Akukho mntu uyakuthi esazi ukuba omnye umntu akafanelanga kubhaliswa njengomzali/ lowo ukhathalela umntwana-

- (a) aququzelele lowo mntu ngokuthi ufanele ukubhaliswa njengomzali/ lowo ukhathalela umntwana; okanye
- (b) amele omnye ukuba lowo mntu ammeleyo esithi unelungelo lokubhaliswa njengomzali/lowo ukhathalela umntwana.
- (3) akukho mntu uyakuthi, esazi ukuba omnye umntu akafanelekanga kuvota-
- (a) amncedise, amcenge ukuba lowo makavote; okanye
- (b) amele nabani na ongafanelanga kuvota.

37. Ukujongwa kweMithetho kwakhona

Le Mithetho ingaphinda ijongwe ngexesha elibekiweyo.

38. Ukurhoxiswa, ukubekelwa bucala okanye ukwenziwa kutsha kweminye iMithetho

IMithetho yeQumrhu loLawulo lweZikolo zikaRhulumente equlethwe kwiSaziso 1 sonyaka u-2021 epapashwe kwiGazethi yePhondo yenombolo 2395 yomhla 15 Februwari 2021 uyarhoxiswa okanye ubekelwa bucala okanye wenziwa ngakutsha.

39. UkuShunqulwa kweeTayitile

Le Mithetho iyakwaziwa njengeMithetho yoMgaqo-siseko woloNyulo lwamaQumrhu oloNyulo ezikolweni zikaRhulumente eMntla Koloni yaye iyakubanegalelo kupapasho lwegazethi.

LITHEMPLEYITHI

| Isihlomelo | Ubhalo sakhelo |
|------------|---|
| A | Ukwakhiwa kwamaqumrhu olawulo ngohlobo nezinga lesikolo |
| B | Uhlelo loloNyulo lwe-SGB |
| C1 | ISaziso solonyulo lwamalungu olawulo e-SGB |
| C2 | ISaziso sosuku lolonyulo sabazali/abo bakhathalela abantwana uqinisekisa iinkcukacha zomntu kwisiseko se-SASAMS kwincwadi yokwamkela abafundi/umqulu wabavoti |
| D | UXwebhu lokoNyula |
| E | IPhepha lokuVota |
| F | Amaphepha okuvota abaliweyo kunye nokuVunywa kweNani laBavoti |
| G | UXwebhu lokuVuma uloNyulo |
| H1 | UXwebhu lweeNkcukacha zoKwakhiwa kwe-SGB kwiZikolo eziQhelekileyo zikaRhulumente |
| H2 | UXwebhu lweeNkcukacha zoKwakhiwa kwe-SGB kwiZikolo zikaRhulumente zaBantwana abaneeMfuno eziKhethekileyo zokuFunda |
| I | ISiqinisekiso sokuNikezelwa kweentambo |
| J | Ukuvunywa kokuqinisekiswa nokulungiswa kweenkcukacha zabazali kumqulu wabavoti |
| K | Umqulu wabavoti wolonyulo lwabazali kwiqumrhu lolawulo lesikolo |
| L | IThemplethi yokuNika iNgxelo yaMagosa oloNyulo eSikolo |
| M | UBume bokuLungela uloNyulo be-SGB |

ISIHLOMELO "A" (I)

| 1 Uhlobo lwesikolo | 2. INani laBafundi abaBhalisiw eyo | 3 INani laMalungu aBazali | 4 INani laMalungu ooTitshala | 5 INani laMalungu aBantwana | 6 INani lamalungu abasebenzi | 7 Inqununu | 8 Inani lonke lamalungu |
|--|--|------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|---------------|-------------------------------|
| 1. Izikolo eziQhelekiley o zamaBanga aPhantsi | <80 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 80-159 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 160-719 | 5 | 2 | 0 | 1 | 1 | 9 |
| | 720+ | 6 | 3 | 0 | 1 | 1 | 11 |
| | | | | | | | |
| 2. Izikolo eziqhelekiley o zamabanga aphakamileyo | <630 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 630+ | 9 | 3 | 3 | 1 | 1 | 17 |
| | | | | | | | |
| 3. Izikolo ezidityanisiw eyo | <500 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 500+ | 9 | 3 | 3 | 1 | 1 | 17 |

UKWAKHIWA KWAMALUNGU AMAQUMRHU OLAWULO EZIKOLO ZIKARHULUMENTE EZIQHELEKILEYO

1. Inani lamalungu equmrhu lolawulo esikolo sikarhulumente libekiwe kudidi ngalunye lobulungu kule theyibhile ingasezantsi.
2. Inani lamalungu kudidi ngalunye liya kutshintsha ngokubhekiselele kumyalelo 4 (2), ngokohlobo lwesikolo kunye nezinga lalo njengoko kubekwe kumqolo 1 no 2 ngasezantsi.
3. Esikolweni esingenabo abasebenzi abangezizo iititshala, inani labazali elibekwe kumqolo 4 ngasezantsi liyakuncipha ngesinye yaye inani lonke lamalungu elibekiweyo liyakuncipha ngesibini.
4. Iqumrhu lolawulo lwesikolo sikarhulumente esidibanise ntlobo yonke yabantwana okanye esiquka bonke abantwana siyakwakiwa ngokufana nesikolo esiqhelekileyo sikarhulumente samabanga aphezulu.

ISIHLOMELO "A" (II) Ukwakhiwa kwaMaqumrhu oLawulo eZikolo zikaRhulumente zabaFundi abaneemfundo eziKhethekileyo zokuFunda – iNani lamalungu aqeshiweyo kufuneka afakwe kwiintsuku ezi 14 emva kolonyulo lwesikolo.

1. Inani lamalungu equmrhu lolawulo lesikolo sikarhulumente sabafundi abaneemfundo zemfundo ezizodwa limiselwe kwicandelo ngalinye lobulungu kule theyibhile ingezantsi.
2. Inani lamalungu kwicandelo ngalinye liya kwahluka ngokommiselo 5 (1), ngokohlobo lwesikolo namahlelo aso njengoko kucacisiwe kwikholam 1 no-2 ngezantsi. Izikolo ezinamalungu angaphezu kwama-30 angezotitshala zinokunyula abameli aba-2.
3. Kwisikolo esingenamalungu angabafundi, inani labazali elicaciswe kwikholam 5 ngezantsi liya kuncitshiswa ngabathathu.
4. Naliphi na ilungu lebhunga lolawulo elinyulwe okanye elinyulwe kwiindidi zabantu ekubhekelwe kubo kuMthetho, iSiqendu 24 (1) (a), (e), (f), (g), (h), no-(i) sebenza njengosihlalo.
5. Isikolo esidityanisiweyo esinabafundi abali-150 nangaphezulu kodwa singenabo abafundi abakwaziyo ukusebenza kwiSGB siya kuba ngama-2 ngaphantsi.

| 1 Uhlobo lweSikolo | 2 Inani labafundi ababhalise esikolweni | 3 Inqununu | 4 Inani lamalungu angoo Titshala | 5 Inani lamalungu angabazali | 6 Inani lamalungu angengabo ooTitshala | 7 Inani lamalungu anga- bafundi | 8 Inani lamalungu anyuliweyo |
|---|---|---------------|--|---------------------------------------|--|---|---------------------------------------|
| Isikolo samabang a aphantsi | 1 to 149 | 1 | 1 | 5 | 1 | | 8 |
| Isikolo esidityanis iweyo | 150 nangaphezulu | 1 | 2 | 5 | 1 | | 9 |
| Isikolo samabang a adityanisiw eyo | 150 nangaphezulu | 1 | 2 | 8 | 1 | 2 | 14 |
| Ezi ndidi zabantu zilandelayo mazimelwe kwibhunga lolawulo likarhulumente isikolo sabafundi abaneemfundo zemfundo ezizodwa | | | | | | | |
| lindidi | | | | | | | |
| (e) abameli bamaqumrhu axhasayo, ukuba kufanelekile; | | | | | | | |
| (f) abameli bemibutho yabazali babafundi abaneemfundo zemfundo ezizodwa, ukuba kuyimfuneko; | | | | | | | |

| |
|--|
| (g) abameli bemibutho yabantu abakhubazekileyo, ukuba kuyimfuneko; |
| (h) abantu abakhubazekileyo, ukuba kuyimfuneko; kunye |
| (i) iingcali kwiinkalo ezifanelekileyo zemfundo yeemfuno ezizodwa. |
| Inani elipheleleyo eliquka amalungu anyuliweyo: |



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ISIHLOMELO: B

ULONYULO LWE-SGB LUCWANGCISIWE IMIHLA NJENGOKO KUBONISWA KWAYE KWAVUNYELWE NGE-SEO

| | | | |
|-----------------|--|----------|--|
| IGAMA LESIKOLO | | | |
| IGAMA LESITHILI | | ISEKETHI | |

UMHLA WOKUQALA WONYULO

| ICANDELO | UMHLA | IXESHA | INDLELA YONYULO | INDAWO |
|----------------------------------|-------|--------|-----------------|--------|
| OOTITSHALA | | | | |
| ONGENGO TITSHALA | | | | |
| ABAFUNDI (UKUBA KUFANELEKILE) | | | | |
| ABAZALI | | | | |

UMHLA WESIBINI WOLONYULO LWABAZALI

| ICANDELO | UMHLA | IXESHA | INDLELA YONYULO | INDAWO |
|----------------|-------|--------|--------------------|--------|
| <u>ABAZALI</u> | | | | |
| | | | | |

| | |
|-------------------------------|--|
| IGAMA LEGOSA LONYULO LESIKOLO | |
| UTYIKITYO | |
| IGAMA LENQUNUNU | |
| UTYIKITYO | |
| UMHLA | |

ISITAMPU SESIKOLO



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ISIHLOMELO C1

ULONYULO LWAMALUNGU EQUMRHU ELILAWULAYO ISAZISO NGOLONYULO LWESGB

IGAMA LESIKOLO: _____

Icandelo (Nceda uphawule ngo-X kwibhokisi efanelekileyo)

UTITSHALA: ☐ ONGENGO TITSHALA: ☐ UMZALI: ☐

Kwenziwa isaziso sokuba intlanganiso yokutyunjwa/yonyulo lwamalungu equmrhu lolawulo lesikolo esikhankanywe apha ngasentla, iya kubanjwa ngale ndlela yonyulo ilandelayo (Kucelwa uphawule ngo-X kwibhokisi efanelekileyo)

INDLEYA YOTYUNJWA NOLONYULO: ☐ ULONYULO LWEMINI EPHELELEYO: ☐ ULONYULO LWE-INTANETI: ☐

Olu

Intlanganiso iyakubanjelwa

| | |
|--|--|
| Intlanganiso yoku-1 yonyulo lwe SGB | Intlanganiso yesi-2 yonyulo lwe SGB yaye akukho khoram ifunekayo |
|--|--|

Nge _____ ngo _____ e _____

(umhla)

(ixesha)

(indawo)

Abatyunjwa (abamele babe ngabazali babafundi esikolweni nabangaqeshwanga esikolweni/ootitshala esikolweni/abangengabo abafundisi-ntsapho esikolweni/abafundi esikolweni) banokutyunjwa ngethuba lentlanganiso yokutyumba nonyulo ngokuthi bafake isicelo sokutyunjwa. Igosa lonyulo yifom yonyulo ezaliswe ngokufanelekileyo ngabagqatswa kunye nomphakamisi wakhe kunye nomxhasi wakhe. Bobabini umenzi-sicelo kunye nomxhasi mababe ngabavoti abangafundekiyo esikolweni.

Kwimo yeNtlanganiso yokutyumba noNyulo, ulonyulo luya kwamkelwa kuphela ngexesha lentlanganiso. Umcebisi, umxhasi kunye nomgqatswa **KUFUNeka** babekho entlanganisweni yokutyumba.

Unyulo kunye/okanye intlanganiso yokutyumba iya kubanjwa ngomhla (imihla) njengoko kukhankanyiwe ngasentla. Ubungqina bokuzazisa buya kufuneka ukuba uthathe inxaxheba kwiinkqubo zokutyumba kunye nonyulo (isazisi sebhakhowudi eluhlaza okanye ikhadi elihlakaniphile, ipasipoti okanye iphepha-mvume lokuqhuba elisemthethweni; indawo yokuhlala esemthethweni / imvume yokusebenza).

QAPHELA. Luxanduva lwabazali/abagcini babafundi ukuqinisekisa ukuba amagama abo akwirejista yokwamkelwa kwabafundi yesikolo, enokujongwa esikolweni.

Ukuze inkqubo yokutyumba nonyulo iqhube kufuneka ikhoram ye-15%. Izikolo ezikhethe usuku olupheleleyo okanye imo yonyulo lwe-E, makumiselwe ikhoram eyi-15% phambi kokuba kubalwe iivoti. Ukuba akukho khoram, indlela yonyulo elandelayo (ukutyunjwa nonyulo, unyulo losuku olupheleleyo okanye uvoto lwe-elektronikhi) kufuneka lubanjwe zingaphelanga iintsuku ezisi-7.

.....
IGAMA NEFANI YEGOSA LONYULO

.....
UTYIKITYO

.....
UMHLA



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ISIHLOMELO C2

**ULONYULO LWAMALUNGU EQUMRHUU ELILAWULAYO
ISAZISO SENTSUKU ESISIXHENXE (7) ESIMEMA ABAZALI/ABAGADI UKUBA BAQINISEKISE IINKCUKACHA
ZABO KWISIKOLO KWI-REJISTA YE SASAMS YOKWAMKELWA KWABAFUNDI/UROLI LWABAVOTI.**

IGAMA LESIKOLO: _____

Ngokwenjenje kunikezelwa isaziso seentsuku ezisixhenxe kubo bonke abazali abafanelekileyo ukuba beze kungqinisisa iinkcukacha zabo kuluhlu lwabavoti lwe-SASAMS esikolweni. Inkqubo yokuqinisekisa kunye nohlaziyo iya kuqala ngomhla we-8 emva kwesaziso seentsuku ezisixhenxe kwaye kufuneka igqitywe kwiintsuku ezisi-7 phambi komhla wonyulo olucwangcisiweyo.

Isaziso sisebenza ukusuka _____ ukuyokuma _____ ka _____

Umhla Umhla Inyanga no Unyaka

Inkqubo yokuqinisekisa iya kuqala ukusuka _____ to _____ of _____.

Umhla Umhla Inyanga no Nyaka

Abathathi-nxaxheba (abamele babe ngabazali babafundi esikolweni nabangaqeshwanga esikolweni/ootitshala esikolweni/abangezotitshala esikolweni) mabaze kungqinisisa nokuhlaziya iinkcukacha zabo ukususela kusuku lwe-8 emva kwesaziso.

Ubungqina besazisi buya kufuneka ukuba uthathe inxaxheba kwiinkqubo zokuqinisekisa (incwadi yesazisi yebhakhawudi eluhlaza okanye ikhadi elihlakaniphile, incwadana yokundwendwela okanye iphepha-mvume lokuqhuba elisemthethweni; imvume yokuhlala/imvume yokusebenza). Unyulo luya kubanjwa kwiintsuku ezisixhenxe emva kokuvalwa kwenkqubo yoqinisekiso esikolweni.

QAPHELA. Luxanduva lwabazali/abagcini babafundi ukuqinisekisa ukuba amagama abo akwirejista yokwamkelwa kwabafundi yesikolo yakwaSASAMS, nenokujongwa esikolweni.

.....
UTYIKITYO LWEGOSA LONYULO

.....
UMHLA



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ISIHLOMELO D

ULONYULO LWAMALUNGU EBHUNGA ELILAWULAYO IFOMU YOTYULO

ICANDELO (Nceda phawula ngo-X kwibhokisi efanelekileyo)

UTITSHALA:

ONGENGO TITSHALA:

UMZALI:

IGAMA LESIKOLO: _____

UMCEBISI: MNA, _____

(igama elipheleleyo ne fani)

ka _____

(Idilesi yokuhlala)

Mna (bonisa impendulo echanekileyo) mzali okanye mgcini womfuni

titshala,

ongengo titshala

isikolo sikhankanywe singentla ndicebisa:

(igama elipheleleyo lomgqatswa)

njengelungu lebhunga lolawulo lesi sikolo sikhankanywe apha ngasentla

UTYIKITYO LO MCEBISI

UMHLA

UMXHASI: Mna, _____

(igama elipheleleyo ne fani)

ka _____

(idilesi yokuhlala)

Mna (bonisa impendulo echanekileyo) mzali okanye mgcini womfundi titshala geno titshala kwesisikolo sikhankanywe ngentla ndicebisa:

(igama elipheleleyo lomqatswa)

njengelungu lequmrhu lolawulo lesi sikolo sikhankanywe apha ngasentla

UTYIKITYO LO MXHASI

UMHLA

UMGQATSWA:

Mna

(igama elipheleleyo nefani)

wase

(idilesi yokuhlala)

Mna mzali okanye mgcini womfundi ☐ Titshala ☐ ongeno Titshala ☐ kwe sisikolo sikhankanywe ngentla,

Ndiyilwamkela ugqatso yaye ndifunga ukuba andizange ndabandakanyeka kwezizinto zilandelayo:

- ukugula ngengqondo kwaye akakabhengezwa njalo yinkundla efanelekileyo
- umntu otshone ngamatyala
- umntu okhe wafunyaniswa enetyala waza wagwetyelwa ukuvalelwa kwinkundla yomthetho eMzantsi Afrika okanye kwilizwe langaphandle, ngaphandle kokukhetha ifayini ixesha elingaphezu kweenyanga ezintandathu okanye akakasigqibi isigwebo sakhe
- umntu obhengezwe njengongafanelekanga ukusebenza nabantwana njengoko kuchaziwe ngokoMthetho waBantwana, ka-2005 (uMthetho wama-38 ka-2005) okanye uMthetho woLungiso loLwaphulo-mthetho (uLwaphulo-mthetho ngokweSondo kunye neMiba eNxulumeneyo) noMthetho wama-32 ka-2007.
- Akangeni phakathi kolunye lweendidi zamalungu enza iqumrhu lolawulo; yaye
- Ususiwe e-ofisini ngokungqinelana nezibonelelo eziqulethwe kumgaqo wokuziphatha oxelwe kwiCandelo le-18A loMthetho.

UTYIKITYO LO MGQATSWA

UMHLA

Ugqatso (bonisa impendulo echanekileyo) luyamkelwa / luyaliwa

AMAGAMA APHELELEYO EGOSA LONYULO: _____

UTYIKITYO LWEGOSA LONYULO

UMHLA



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ISIHLOMELO E

IPHEPHA LOKU VOTA (IIFANI NGOKUHLANGANISWA KWEE ALFABHETI)

IGAMA LESITHILI: _____

IGAMA LESIKOLO: _____

ICANDELO (Nceda uphawule ngo –(X) kwibhokisi efanelekileyo)

UTITSHALA: ☐ ONGENGO TITSHALA: ☐ UMZALI: ☐

KHETHA UMGQATSWA NGOKUBEKA UMNQAMLEZO KWIBHOKISI EMVA KONGQATSWA / ABAGQATSWA OBAKHETHAYO umzk. ☒

| Inani | Amagama abagqatswa | Beka u- (X) kule kholam |
|-------|--------------------|-------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

UTYIKITYO LWEGOSA LONYULO

UMHLA

ISITAMPU SESIKOLO



Northern Cape Department of Education



ISIHLOMELO F

IPHEPHA LOKUBALA AMAPHEPHA EVOTI KWAKUNYE NOBHENGZO LWENANI LEEVOTI

IGAMA LESITHILI: _____

IGAMA LESIKOLO: _____

ICANDELO (Nceda uphawule ngo- (X) kwibhokisi efanelekileyo)

UTITSHALA: ☐ ONGENGO TITSHALA ☐ UMZALI: ☐

UMHLA WOKUTYUNJWA WONYULO:

| Inani | Amagama abagqatswa (Uninzi wee voti ukuhla) | Inani elipheleleyo leevoti |
|-------|---|----------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

INANI ELIPHELELEYO LABA VOTI ABAFANELEYO

INANI ELIPHELELEYO LEE VOTI EZINGENILEYO:

AMAPHEPHA AMOSHAKELEYO:

AMAGAMA APHELELEYO EGOSA LONYULO

ISITAMPU SESIKOLO

UTYIKITYO LWEGOSA LONYULO

UMHLA



Northern Cape Department of Education



ISIHLOMELO G

IFOMU YESIBHENGEZO SONYULO

IGAMA LESITHILI: _____

IGAMA LESIPHALUKA: _____

IGAMA LESIKOLO: _____

IGAMA LEGOSA LONYULO: _____

UMHLA WONYOLO LO: _____

Icandelo lomzali: _____

Icandelo loo Titshala: _____

Icandelo labangengo Titshala: _____

Icandelo lomfundi: _____

Gcwalisa icandelo elifanelekileyo

ICANDELO A: Ulonyulo olungenakuphikiswa

NjengeGosa loNyulo kolu nyulo lukhankanywe ngasentla ndibhengeza ukuba unyulo lwawo onke amacandelo alunakuphikiswa.

Utyikityo: _____ Umhla: _____

ICANDELO B: Ulonyulo oluphikisekayo

NjengeGosa loNyulo kulo mba kukhankanyiweyo ngasentla ndibhengeza ukuba eli candelo/amacandelo alandelayo onyulo kuye kwaphikiswa ngawo.

Kwaye ngokwenje njalo ndinikezela iinkcukacha zale ngxabano/iingxoxo

Utyikityo: _____

Umhla: _____



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towards quality education together

ISIHLOMELO "H1"

(Iza kugcwaliswa ziZikolo zikaRhulumente eziQhelekileyo kuphela)

IFOMU YEENKCUKACHA ZEQUMRHU LOLAWULO LWESIKOLO

(QAPHELA: Le fom mayingeniswe emva konyulo lwesikolo kwaye ngalo lonke ixesha kuzaliswa isithuba ngonyulo yiNqununu yeSikolo kubandakanywa nohlaziyo lweModeli yoLawulo yeSASAMS)

ISITHILI: _____

IGAMA LESIKOLO: _____ INIMBOLO YE EMIS. _____ CIRCUIT: _____

UMANEJALA WESIPHALUKA: _____

ISITAMPU SESIKOLO

UMNXEBA: _____ IDILESI YE EMAIL: _____

| Ifani & Iztqalelo | Isazisi / Inombolo yemvume yokuhlala | Isini | | | | Uhlanga | | | | Isiphene | Inombolo yoqhagam shelwano | Ipotfoliyo ye SGB | Ikomiti ye SGB | Iminyaka yamava kwi SGB |
|-------------------|--------------------------------------|-------|---|---|---|---------|---|-----|------|----------|----------------------------|-------------------|----------------|-------------------------|
| | | F | M | A | C | W | I | EWE | HAYI | | | | | |

[illegible]

| Ifani & Iziqualelo | Isazisi / Inombolo yemvume yokuhlala | | | | | | | | yoqhagams helwano | SGB | SGB | yamava kwi SGB |
|--------------------|--------------------------------------|---|---|---|---|---|---|-----|-------------------|-----|-----|----------------|
| | | F | M | A | C | W | I | EWE | HAYI | | | |

| | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|
| Abafundi | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | |
| Amalungu adibeneyo (bonisa ubungcali beemfundo zemfundo ezizodwa elikhethelwe ilungu - ngaphantsi kwegama | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | |
| Ubuchule kwimfundo ekhethekileyo | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | |
| Ubuchule kwimfundo ekhethekileyo | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Malungu amanyeneyo oLuntu (bonisa umsebenzi weSGB ekutyunjwe ilungu ukuba lancedise kulo - ngaphantsi kwegama) | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | |
| Umsebenzi we SGB: | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | |
| Umsebenzi we SGB: | | | | | | | | | | | | |
| | | | | | | | | | | | | |



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ISIHLOMELO "H2"

(Iza kugqitywa sisikolo sikarhulumente sabafundi abaneemfundo zemfundo ezizodwa kuphela)

IFOMU YEEENKCUKACHA ZEQUMRHU LOLAWULO LWESIKOLO

(QAPHELA: Le fom mayingeniswe emva konyulo lwesikolo kwaye ngalo lonke ixesha kuzaliswa isithuba ngonyulo yiNqununu yeSikolo kubandakanywa nohlaziyo lweModeli yoLawulo yeSASAMS.)

ISITHILI: _____

IGAMA LESIKOLO: _____

INOMBOLO YE EMIS. _____

ISIPHALUKA: _____

UMANEJALA WESIPHALUKA: _____

ISITAMPU SESIKOLO

[illegible][illegible]

| Ifani & Isiqalelo | yemvume yokuhlala | | | | | | | | yoqhagams helwano | SGB | yamava kwi SGB |
|-------------------|-------------------|---|---|---|---|---|---|-----|----------------------|-----|-------------------|
| | | F | M | A | C | W | I | EWE | HAYI | | |

| | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|
| Abafundi | | | | | | | | | | | |
| 1. | | | | | | | | | | | |
| 2. | | | | | | | | | | | |
| 3. | | | | | | | | | | | |
| Amalungu equmrhu lolawulo etyunjwe kwiindidi zabantu ekubhekiselwe kubo kulo Mthetho, iSiqendu 24 (1) (a), (e), (f), (g), (h), kunye (i) (kwizikolo ze-LSEN) | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Amalungu atyunjwe kunye (bonisa indawo yobungcali phantsi kwegama) | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

➤ QAPHELA: Apho abantu ekubhekiselwe kubo kwiCandelo 24 (a), (e), (f), (g) no-(i) loMthetho betyunjiwe, Nceda uqhoboshele ikopi zeeleta zasebuRhulumenteni ezivela kumbutho wabo/equmrhu elixhasa inkxaso eбатыumbela bakhonze njengabameli beQumrhu Elilawulayo

| INANI LABAFUNDI ABABHALISE ESIKOLWENI | African | White | Coloured | Indian | Total |
|---------------------------------------|---------|-------|----------|--------|-------|
|---------------------------------------|---------|-------|----------|--------|-------|

INANI LAMALUNGU E SGB (Kubandakanywa Inqununu): _____



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ANNEXURE I

UKUNIKEZELWA KWAMAXWEBHU UKUSUKA KUSIHLALO WE-SGB OPHUMAYO UKUYA KUSIHLALO we-SGB.

(La maxwebhu ayimpahla yesikolo kwaye kufuneka agcinwe ngokukhuselekileyo yiNqununu yeSikolo.)

(Ikopi yolu xwebhu mayingeniswe kwi-Ofisi yeSithili kwiintsuku ezi-5 emva kwenkqubo yokuHambisa)

ISIKOLO : _____

ISITHILI : _____

MNA, _____ (amagama apheleleyo), usihlalo omtsha we

IBhunga loLawulo leSikolo _____ (igama lesikolo) ngokwenjenje ndiyangqina ukuba ndiwafumene la maxwebhu alandelayo kusihlalo ophumayo:

| INDAWO ENGUNDOQO | UMBA | Phawula ngonqamlezo (X) apho kuyimfuneko | |
|--------------------|--|---|------|
| | | EWE | HAYI |
| 1. UMTHETHO | 1.1 UMthetho weZikolo waseMzantsi Afrika (SASA), 1996 (uMthetho 84 ka-1996) | | |
| | 1.2 Umgao-nkqubo wokuqwalaselwa kwamabhunga olawulo ekwamkeleni umgaqo wokuziphatha wabafundi (iSaziso Jikelele sowe-15 Meyi 1998) | | |
| | 1.3 Imimiselo nemigangatho yeSizwe eFakelwe izilungiso yenkxaso-mali yezikolo (iSaziso Jikelele esingunombolo 646 sowe-27 Agasti 2012) | | |
| | 1.4. Amacandelo afanelekileyo eEEA - PAM umz. ISAHLUKO B | | |
| | 1.4iSetyhula 74/ 2009 – ukuqhuba iingxoxo zetyala loluleko ngakubafundi. | | |

| INDAWO ENGUNDOQO | UMBA | Phawula ngonqamlezo (X) apho kuyimfuneko | |
|---------------------------|---|---|------|
| | | EWE | HAYI |
| | 1.5 ISaziso se-Ofisi 10 sika-2007 – Isaziso esimisela indlela yokuziphatha ebonakalisa ukuziphatha kakubi okuxhomisa amehlo kwizikolo zikarhulumente eMntla Koloni neminye imiba enxulumene noko. | | |
| | 1.6 iSaziso saseburhulumenteni 27 sika-2005 – umgaqo wokuziphatha wamalungu amabhunga olawulo kwizikolo zikarhulumente. | | |
| | 1.7 UMgaqo-siseko weQumrhu loLawulo leSikolo. | | |
| | 1.8 Umbono kunye nengxelo yomnqophiso wesikolo | | |
| | 1.9 Izicwangciso zokwenziwa komsebenzi zonyaka olandelayo ezisekelwe kwisicwangciso sophuhliso lwesikolo. | | |
| 2. IMIGAQO-NKQUBO | 2.1 Umgaqo-nkqubo wokwamkelwa kwabafundi | | |
| | 2.2 Umgaqo-nkqubo omalunga nemidlalo yesikolo nemisebenzi yenkcubeko | | |
| | 2.3 Umgaqo-nkqubo omalunga nokusetyenziswa kwezakhiwo zesikolo kunye nezibonelelo ngamalungu asekuhlaleni angengawo awesikolo | | |
| | 2.4 Umgaqo-nkqubo wezempilo noKhuseleko emsebenzini | | |
| | 2.5 Umgaqo-nkqubo wezenkolo | | |
| | 2.6 Umgaqo-nkqubo wolwimi | | |
| | 2.7 Umgaqo-nkqubo we-HIV ne-AIDS | | |
| | 2.8 Umgaqo wokuziphatha wabafundi | | |
| | 2.9 Umgaqo-nkqubo wesikolo omalunga nokuhlawulwa kweentlawulo zesikolo kunye nesikali sokutyibilika sesikolo sokumisela ukuxolelwa ngokuyinxenye | | |
| 3. IZIXHOBO ZEMALI | 3.1 Incwadi yezeMali | | |
| | 3.2 Ikopi yerejista yee-asethi zesikolo | | |
| | 3.3 Incwadi yemali | | |
| | 3.4 Incwadi yerisithi (yangoku) (Inombolo yothotho ...) | | |
| | 3.5 Incwadi yerisithi/iincwadi (zigqityiwe) (Amanani othotho ...) | | |
| | 3.6 Amakhadi eDebit kunye noTshintsho lweNombolo yePin | | |

| INDAWO ENGUNDOQO | UMBA | Phawula ngonqamlezo (X) apho kuyimfuneko | |
|---|--|---|------|
| | | EWE | HAYI |
| | 3.7 Imali yengxowa (Imali:....) | | |
| | 3.8 Iingxelo zebhanki zexesha loku-1 kuJanuwari ukuya kuma-30 kuJuni kulo nyaka-mali | | |
| | 3.9 Ubungqina obubhaliweyo botyalo-mali (ukuba bukhona) | | |
| | 3.10 Uluhlu lweeNGO/amahlakani avunywe sisithili nasebenza ezikolweni | | |
| | 3.11 Ikopi yeenkcukacha-manani zosuku lwesikolo lwe-10 | | |
| | 3.12 Ikopi zeemvumelwano zabo bonke abasebenzi abaqeshwe yiSGB | | |
| | 3.13 Iinkcazo zeMali eziPhicothiweyo zexesha lexesha lokuya ukuya kuma-31 kweyoMnga wonyaka wonyaka. | | |
| | 3.14 Umgqo-nkqubo wemali wesikolo | | |
| | 3.15 Ibhajethi yesikolo evunyiweyo yoNyaka-mali omiyo | | |
| 4. UMGANGATHO WOMSEBENZI WABAFUNDI | 4.1 Ikopi zocazululo lweziphumo zeminyaka emithathu edlulileyo (amabakala 1 ukuya ku-12) | | |
| | 4.2 Isicwangciso sokuphucula inkqubo yabafundi | | |
| | 4.3 Isicwangciso sophuhliso lwesikolo | | |
| 5. Naluphi na olunye uxwebhu(s) | | | |

USIHLALO OPHUMAYO:

Igama: _____

Tyikitya: _____

Umhla: _____

USIHLALO ONYULIWEYO:

Igama: _____

Tyikitya: _____

Umhla: _____

Inqununu yesikolo

Igama: _____

Tyikitya: _____

Umhla: _____

ISTAMPU SESIKOLO



Northern Cape Department of Education



ISIHLOMELO J

ISIBHENGEZO SOQINISEKISO NOKUHLAZIYA

IINKCUKACHA ZABAZALI BESIKOLO SASAMS ABAVOTI ABANGAMVA ABAFUNDI

ISITHILI : _____

SIKOLO : _____ INOMBOLO YE EMIS . _____

Mna, _____

(Igama nefani ye Nqununu yesikolo) kunye neqela lonyulo lesikolo sesi sikolo sikhankanywe ngasentla ngokwenjenje siyakuvakalisa ngokufanelekileyo oko

| Inombolo | Ingxelo | EWE | HAYI |
|----------|---|-----|------|
| 1 | Abazali banikwa isaziso seentsuku ezisi-7 sokungqinisisa iinkcukacha zabo zobhaliso kwirejista yokwamkelwa kwabafundi ye-SASAMS yesikolo. | | |
| 2 | Inkqubo yeqinisekiso kunye nohlaziyo ngosuku lwe-8 emva kwesaziso kwaye yagqitywa kwiintsuku ezisi-7 phambi kokutyunjwa kunye nonyulo ngokommiselo we-14.2. | | |
| 3 | Incwadi yerekhodi yekomiti yonyulo yesikolo yimbonakaliso yokwenene yenkqubo yeqinisekiso. | | |

| Uluhlu lwabavoti emva kokugqitywa kwenkqubo yokuqinisekisa nokuhlaziya lubonisa oku kulandelayo: | F | M | Inani Elipheleleyo |
|--|---|---|--------------------|
| Abazali ababhalisiweyo ngaphambi kwenkqubo yokuqinisekisa kunye nokuhlaziya. | | | |
| Inani labazali abaye baqinisekisa kwaye bahlaziya iinkcukacha zabo. | | | |
| Inani lokugqibela labazali ababhalisiweyo kuluhlu lwabavoti emva kwenkqubo yeqinisekiso kunye nohlaziyo. | | | |

Kutyikitya INqununu

UMHLA



Northern Cape Department of Education



towards quality education together

ISIHLOMELO K

ULONYULO LWEQUMRHU ELILAWULA IZIKOLO ABAZALI ABAVOTI

UMHLA (wokugqibela wohlaziyiyo):

DATE PRINTED:

| Ifani yomfundi | Igama | Isazisi | Ibanga langoku kunye ne Klas | Ifani yomzali | Igama lomzali | Isazisi somzali | Umsayino womzali we khoram | Umsayino woMzali we Iphepha lokuvota lifunyenwe |
|----------------|-------|---------|------------------------------|---------------|---------------|-----------------|----------------------------|---|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Isibhengezo:

Mna; (Igama ne fani), ngokwesikhundla sam njengengqununu yesikolo ndiyabhengeza kwaye ndiyangqina ukuba:

- Uluhlu lwabavoti lwabazali lusekelwe kwirejista yokwamkelwa kwabafundi esikolweni ngokwedatha ehlaziyiweyo ye-SASAMS

- Ndiyiqinisekisiile ndaza ndayihaziya yonke idatha/ingcaciso ekwisiseko sedatha seSASAMS sesikolo phambi kokuba kushicilelwe olu luhlu lwabazali lwabavoti lusemthethweni.

Utyikityo lweNqununu

UMHLA

ISITAMPU SESIKOLO



Northern Cape Department of Education



ISIHLOMELO: L

ISITHILI:

ITHEMPLATE YOKUNIKA INGXELO YAMAGOSA ONYULO EZIKOLO

IGAMA LESIKOLO (APHO USEBENZA KHONA):

IGAMA LEGOSA LONYULO LESIKOLO:

INANI LABAFUNDI ABABHALISIWEYO ELIPHELELEYO:

UHLOBO LONYULO: BONISA NGO- (X)

UGQATSO NOVOTO:

☐

UVOTO LWEMINI YONKE:

☐

INDLELA YONYULO

☐

YE INTANETHI

QAPHELA: Igosa lovoto esikolweni malingenise oluxwebhu Phakathi kweentsuku ezi- 5 emva kwentlanganiso yesibini, ku: kumagosa esithili e-IMGD

INXALENYE A

Nceda gcalisa le tafle ingezantsi

| ICANDELO | Umhla Wonyulo | IXESHA | Inani kuluhlu lwaba voti | Ikoram efunekayo | Inani elipheleleyo lamalungu akhoyo |
|---------------------------------|---------------|--------|--------------------------|------------------|-------------------------------------|
| Abafundi (Ukuba kufanelekile) | | | | | |
| Ilungu labasebenzi | | | | | |
| Ootitshala | | | | | |
| Abazali (Intlanganiso yokuqala) | | | | | |
| Abazali (Intlanganiso yesibini) | | | | Akukho nanye | |

| | EWE | HAYI | IZIMVO |
|--|-----|------|--------|
| Ingaba njenge-SEO usayine utyumbo kunye nezaziso zemowudi yonyulo kuwo WONKE amacandelo? | | | |
| Ingaba isikolo siye sakhupha izikhumbuzo zentlanganiso yokhetho nonyulo ngolwimi olusetyenziswa ngabahlali besikolo? | | | |

| | | | | |
|--|--|--|--|--|
| Ngaba inqununu iqulunge umqulu wabavoti kwiintsuku ezili-14 phambi komhla wonyulo lwesikolo? | | | | |
| Ingaba inqununu yakhupha isaziso seentsuku ezisi-7 esimema abazali ukuba baqinisekise iinkukacha zabo kuluhi lwabavoti. | | | | |
| Ingaba isikolo besinaye umntu oncedisayo (usekela-nqununu)? | | | | |
| Ingaba isikolo ubulawula kuso, sinalo iqela lonyulo lwesikolo? | | | | |
| Ukuba ewe, mangaphi amalungu? | | | | |
| Ngaba inqununu iye yaliqeqesha ikomiti yonyulo lwesikolo kwiindima zayo (iindima noxanduva (iMimiselo yoNyulo)? | | | | |
| ngaba amalungu ekomiti yonyulo lwesikolo ebezazi iindima noxanduva lwawo?umz. abagcini beminyango, imizuzu, ukuqinisekiswa kwabavoti, njl. | | | | |
| Ingaba ikomiti yonyulo lwesikolo lwalungiselele WONKE amaxwebhu ayimfuneko entlanganisiso? | | | | |
| Ingaba iqela lonyulo lwesikolo lifikile, ubuncinane, kwimizuzu engama-30 phambi kwentlanganisiso? | | | | |
| Ingaba inqununu yaqinisekisa ukuba indawo yentlanganisiso iyalungiswa? | | | | |
| Ingaba intlanganisiso yokhethe nonyulo lwabazali yadibana nekhoram efunekayo kwintlanganisiso yokuqala? | | | | |

| | |
|--|--|
| Inani labazali abakhoyo | |
| Inani labazali abangezanga naluphi na uhlobo lwesazisi entlanganisweni | |
| Ulonnyulo lwesibini nomhla wentlanganiso yonyulo | |

Ukuba intlanganiso ayikhange ilinganise, iGosa loNyulo leSikolo liya kuzalisa KUPHELA ICANDELO A kunye neCANDELO C lize lizalise iSakhelo ESITSHA seModi yoNyulo lwabazali besibini.

ICANDELO B

IINKCUKACHA NGOBALO NGOGQATSO NOLONYULO NAMALUNGU ONYULWE

| | | | |
|--|--|--|--|
| Ingaba intlanganiso iqale ngexesha elibhengeziweyo? | | | |
| Ukuba akunjalo chaza izizathu | | | |
| Ngaba ezi nkqubo zilandelayo bezikhona esikolweni: | | | |
| <ul style="list-style-type: none"> Ingaba indawo yentlanganiso ibilungisiwe (icociwe ngamalungiselelo okuhlala)? | | | |
| <ul style="list-style-type: none"> Ingaba uluhlu lwabavoti belufumaneka kwindawo apho abavoti baye baqinisekiswa xa bengena kwindawo yentlanganiso? | | | |
| <ul style="list-style-type: none"> Apho abavoti bacele ukuba baveze ubungqina besazisi xa bengena kwindawo yentlanganiso? | | | |
| <ul style="list-style-type: none"> Ubume besikhululo sokuvota | | | |
| <ul style="list-style-type: none"> Umntu ochongiweyo obamba inkqubo (ethatha imizuzu) | | | |
| <ul style="list-style-type: none"> Ubukho bawo ONKE amaxwebhu onyulo (izihlomelo). | | | |
| <ul style="list-style-type: none"> Amaphepha okuvota anesitampu xa ekhutshiwe | | | |
| <ul style="list-style-type: none"> Ngaba iGosa loNyulo leSikolo liyichazile inkqubo yokutyumba nonyulo kubavoti? | | | |
| <ul style="list-style-type: none"> Ingaba iGosa loNyulo leSikolo livumele abo batyunjiweyo ukuba bazazise? (Indlela yoNyulo kunye noNyulo) | | | |

| | | | |
|---|--|--|--|
| • Ngaba abantu ababefuna uncedo ngesicelo sabo baye bancedwa ngexesha lenkqubo yonyulo? | | | |
| • Ngaba abagqatswa bebekho kuvoto? | | | |
| • Ngaba kukho unxulumano phakathi kwenani lamaphepha okuvota anikezelweyo kunye nenani elibaliweyo? | | | |
| 1) Lilonke inani labavoti abafanelekileyo | | | |
| 2) Inani lamaphepha okuvota akhutshiweyo | | | |
| 3) Inani lamaphepha evoti amoshakeleyo | | | |
| 4) Inani lamaphepha evoti avunyiweyo / awamkelekileyo | | | |
| Ingaba amaphepha okuvota awonakeleyo akavunyelwa? | | | |
| Ukuba ewe, mangaphi? | | | |
| Ingaba bekukho iimbambano eziphakanyiweyo / ezibhalisiweyo kwiGosa loNyulo leSikolo ngexesha lonyulo? | | | |

| | | | |
|--|--|--|--|
| Ukuba ewe, yayinjani imeko yempikiswano kwaye uye waphendula njani kuyo? | | | |
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| <div></div> | | | |
| <div></div> | | | |
| <div></div> | | | |
| <div></div> | | | |
| <div></div> | | | |
| Ingaba iGosa loNyulo leSikolo libhengeze iziphumo zonyulo entlanganisweni? | | | |
| Ingaba iGosa loNyulo leSikolo libhengeze unyulo ukuba lukhulekile kwaye lunobulungisa? | | | |

| | | | | | | | | | | |
|----------|---------------------|-----------------------------------|---------------------|---------------------|-------|-------------|--|--|--|----------|
| ICANDELO | Inkqubo elandelweyo | Izithuba kwicandeliwan a ngalinye | Inani labathunyweyo | Inani labanyuliweyo | Isini | Uhlanga | | | | Isiphene |
| | Unyulo ngokufan | | | | | Ovotel weyo | | | | |

| | elekileyo | | | | | | | | F | A | C | W | I | er | N |
|-------------------------------|-----------|--|--|--|--|--|--|--|---|---|---|---|---|----|---|
| Abafundi (ukuba kufanelekile) | | | | | | | | | | | | | | | |
| Ilungu labasebenzi | | | | | | | | | | | | | | | |
| Ootitshala | | | | | | | | | | | | | | | |
| Abazali | | | | | | | | | | | | | | | |
| INANI ELIPHELELEYO | | | | | | | | | | | | | | | |

ICANDELO C

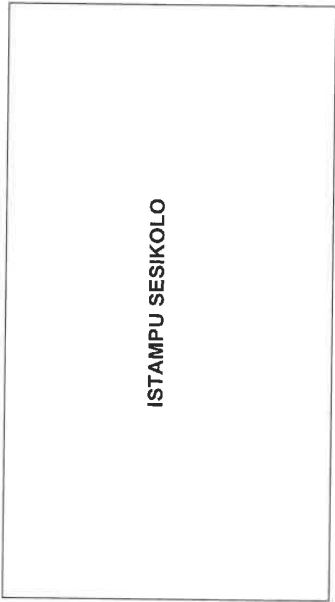
QAPHELA: Ukuba ufuna ukunika ulwazi olungaphezulu kunesithuba esinikiweyo, wamkelekile ukuba uqhoboshele iphepha elahlukileyo kule ngxelo.

IMICELI MNGENI

IZIMVO JIKELELE/INGCEBISO:

Utyikityo lweGosa loNyulo:

Umhla:





Northern Cape Department of Education



ISIHLOMELO M

ISITHILI: _____

ULONYULO LWEQUMRHU LOKULAWULA IZIKOLO

IMEKO YOKULUNGELA ULUHLU LWEZIBONELELO

(Kucelwa ungenise olu luhlu lokutshekisha kwiintsuku ezili-14 phambi komhla wokutyunjwa nonyulo lokuqala)

IGAMA LESIKOLO: ISIPHALUKA:

IGAMA LE NQUNUNU:

IGAMA LIKA MANEJALA WE SIPHALUKA

INANI ELIPHELELEYO LABAFUNDI BESIKOLO:

IGAMA LEGOSA LOVOTO ESIKOLWENI:

Nceda uthumele le fom kuMagasa eSithili se-IMGD

INKCAZELO YAMAGAMA

- School Electoral Officer – SEO
- School Elections Team – SET
- School Governing Body – SGB

Amalungu aya kunyulwa ngokwecandelwana ngalinye ngokweSihlomelo A kunye nekhoram ye-15%.

| ICANDELO | ULUHLU LWABA VOTI LUPHELELE | I-15% IYAFUNeka IQUORUM | INANI ELIZAKUNYULWA | INDLELA YONYULO | UMHLA WONYULO |
|--------------------|--------------------------------|----------------------------|------------------------|-----------------|---------------|
| Abafundi | | | | | |
| Ilungu labasebenzi | | | | | |
| OoTitshala | | | | | |
| Abazali | | | | | |

| UMBULO | EWE | HA YI | IZIMVO | AMANYATHELO |
|--|-----|----------|--------|-------------|
| 1. Ngaba isikolo sinayo iFayile yoNyulo yeSGB? | | | | |
| 2. Ingaba isikolo sinayo ikopi esayiniweyo ye-SGB Imigqo yoNyulo kwifayile? | | | | |
| 3. Ingaba inqununu nesekele-nqununu baye baya kule ndibano. Uqeqesho lwe-SEO? | | | | |
| Ukuba akukho, nika izingazathu kunye nendlela yokuhambelana nomxholo woqeqesho | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 3. Ingaba isikolo siyazi ukuba ngubani i-SEO yaso? | | | | |
| 4. Ingaba unxibelelwano lwenzeka phakathi kwenqununu kunye ne-SEO ukuqinisekisa ukuba inkqubo yenzeka ngaphandle kwamagqidi? | | | | |
| 5. Ingaba inqununu yesikolo imnyule uMntu oyiSibonelelo ukuba abambe, njengoSekela Gosa loNyulo lweSikolo | | | | |
| | | | | |

| | | | | | |
|---|--|--|--|--|--|
| 6. Ingaba i-SEO iyazi ukuba ngubani uMntu woMthombo ukuba enze njenge sekela-gosa lonyulo uya kuba? | | | | | |
| 7. Ingaba iGosa loNyulo leSikolo lisayine ukutyunjwa kunye izaziso zonyulo lwawo ONKE amacandelo? | | | | | |
| 8. Ingaba izaziso zonyulo nolonyulo ziye zabakhona ithunyelwe? | | | | | |
| Ukuba kunjalo, nini kwaye njani? | | | | | |
| 9. Ingaba isikolo siyingenisile na imihla yaso yonyulo lwazo ONKE amacandelo kwiofisi yesithili? | | | | | |
| 10. Ingaba uluhlu lwabavoti lwabazali luphuhlisiwe ngokweSihlomelo K? | | | | | |
| 11. Ngaba isikolo sinendawo efanelekileyo yokutyumba? kunye nendlela yonyulo lwabazali? | | | | | |
| a) Ukuba akunjalo, iya kubanjelwa phi indlela yokutyumba nokunyulwa kwabazali? | | | | | |
| 12. Ingaba inqununu yaseka iKomiti yoNyulo lweSikolo (SET) | | | | | |
| 13. Ngaba inqununu iyiqeqeshile i-SET kwiindima zabo umntu ngamnye kunye noxanduva (imimiselo yonyulo)? | | | | | |
| 14. Ukuba kunjalo, chaza umhla | | | | | |
| 15. Ingaba inqununu yazisa i-SET kwi-SEO kwaye yaluchaza uxanduva lomntu ngamnye? | | | | | |

| | | | |
|---|-------|--|--|
| 16. Inani lamalungu eQela loNyulo lweSikolo | | | |
| 17. Nika amagama amalungu eqela (unokongeza ukuba ngaphezulu kwe-10): | | | |
| 1. Isekela le SEO: | | | |
| 2. Umabhalana: | | | |
| 3..... | | | |
| 4..... | | | |
| 5..... | | | |
| 6..... | | | |
| 7..... | | | |
| 8..... | | | |
| 9..... | | | |
| 10..... | | | |
| 18. Ingaba isikolo sinaso isicwangciso sobhengezo nolawulo esikhoyo? | | | |
| 19. Ingaba eso sicwangciso siyathotyelwa? | | | |
| Ukuba akunjalo, nika izizathu zokutenxa | | | |

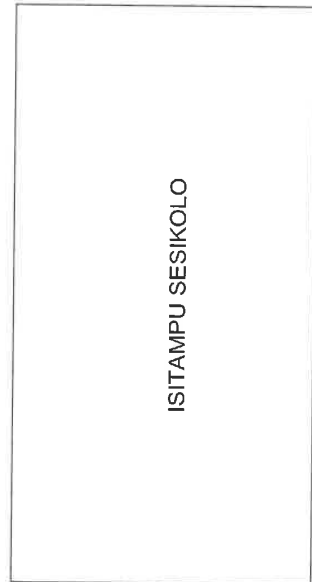
| | | | | | |
|---|--|--|--|--|--|
| | | | | | |
| 20. Ingaba isicwangciso sobhengezo nolawulo singenisiwe kwi-ofisi yeSithili? | | | | | |
| Ukuba akunjalo, chaza izizathu: | | | | | |
| 21. Ingaba sele wenziwe amalungiselelo okuba xa kucinywe umbane okanye nawuphi na omnye umngeni onokuthi uphazamise inkqubo yonyulo? | | | | | |
| Ukuba kunjalo, nika iinkcukacha zesicwangciso. | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 22. Ingaba kukho nayiphi na inkxaso efunekayo kwi-Ofisi yeSithili ukuze kuqinisekise ukuba kubaniwa unyulo oluthembekileyo lwawo ONKE amacandelo? | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| UXWEBHU LAMAPHEPHA AKHAPHA OLUXWEBHU | | NCEDA UPHAWULE IKHOLAM EFANELEKILEYO | |
|--------------------------------------|---|---|------|
| | | EWE | HAYI |
| 1. | Izaziso ezisayiniweyo zawo ONKE amacandelo | | |
| 2. | Isakhelo seMihla yoNyulo lweSGB - IsiHlomelo B | | |
| 3. | Ubungqina bonxibelelwano phakathi kwenqununu kunye ne-SEO | | |
| 4. | Ileta yokugqesha koMntu onguVimba obambeleyo njengeSekela leGosa loNyulo lweSikolo | | |
| 5. | Ubungqina boqeqesho lweKomiti yoNyulo yeSikolo (Ukumema, iprogram, irejista yokubakho, njl.njl.) | | |
| 6. | Ubungqina beentlanganiso phakathi kwenqununu, i-SEO kunye ne-SET (Isimemo, imizuzu kunye nerejista yokubakho) | | |
| 7. | ISicwangciso sokuThetha noLawulo loNyulo lweSikolo | | |

Mna,..... iNqununu yase ndiyangqina ukuba isikolo wethu sikulungele / asikulungelanga ukuqophela unyulo oluthembekileyo.

Igama le Nqununu: Utyikityo:

Umhla:



NOMORO YA KITSISO..... YA 202**MOLAO WA DIKOLO WA AFORIKA BORWA, 84 WA 1996 JAAKA O TLHABOLOTSWE****MELAWANA YA DITLHOPHO LE TLHOMAMISO YA BOKAEDI JWA SETLHOPA SA PUSO YA SEKOLO**

Nna, yo ke saenneng fa tlase, **Rre. Zolile Monakali** Leloko la Khansele ya Khuduthamaga (MEC) ya Thuto kwa Porofenseng ya Kapa Bokone mme a dira go ya ka Karolo ya bo 28 ya Molao wa Dikolo wa Aforika Borwa, wa 1996 (o o balwang mmogo le karolo ya bo 31 ya Molao wa Thuto ya Dikolo wa Kapa Bokone, wa 1996), le Karolo ya bo 18 (1) ya Molao wa Dikolo wa Aforika Borwa, wa 1996, o phasalatsa mo Mametlelelong ya se, Melawana ya Kapa Bokone ya go Tlhophiwa ga Bolaodi jwa Sekolo, le ditlhokego tsa bonnye tse Molaotheo wa Setlhopho sa Bolaodi jwa Sekolo sa Dikolo tsa Setšhaba o tshwanetseng go tsamaelana le tsona.



Rre Zolile Monakali (Mopalamete wa Porofense)
Mokhuduthamaga (MEC): THUTO

Diteng

| | |
|---|----|
| 1. Ditlhaloso..... | 4 |
| 2. Tiriso..... | 6 |
| 3. Go tlhamiwa ga maloko a lekgotla la sekolo | 6 |
| 4. Thulaganyo ya Mekgatlho e e Laolang ya Dikolo Tsa Puso Tse di Tlwaelegileng..... | 6 |
| 5. Go tlhamiwa ga Mekgatlho ya Puso ya Dikolo tsa Baithuti ba ba nang le Ditlhokego tsa Thuto e e Kgethegileng..... | 6 |
| 6. Ditekanyetso tsa kemedi mo dikolong tsa puso | 7 |
| 7. Profaele ya Setlhopho se se Laolang | 7 |
| 8. Maloko a a kopilweng | 7 |
| 9. Paka ya tiro ya maloko le batlhankedi ba ditheo tsa botsamaisi | 8 |
| 10. Tshwanelo | 8 |
| 11. Batlhankedi ba Ditlhopho | 9 |
| 12. Mogokgo wa sekolo | 12 |
| 13. Go tlhokomelwa le go lebelelwa ga Ditlhopho..... | 13 |
| 14. Go Kwadiso ga batlhophi | 13 |
| 15. Mekgwa ya go thapa le ya go tlhopha | 14 |
| 16. Thulaganyo ya Ditlhopho | 16 |
| 17. Go tlhopiwa le go tlhophiwa ga Maloko a Borutabana | 16 |
| 18. Go tlhopiwa le go tlhophiwa ga maloko a Badiri | 17 |
| 19. Go tlhopiwa le go tlhophiwa ga Maloko a Baithuti. | 17 |
| 20. Go tlhophiwa le go tlhophiwa ga maloko a batsadi | 18 |
| 21. Khoramo | 19 |
| 22. Go Tlhopa le mokgwa wa ditlhopho | 19 |
| 23. Thulaganyo ya go Tlhopa ya Letsatsi Lotlhe..... | 22 |
| 24. Mokgwa wa Ditlhopho tsa ileketeroniki | 23 |
| 25. Tharabololo ya Dikgotlhang | 26 |
| 26. Tsamaiso morago ga ditlhopho..... | 26 |
| 27. Go tlhophiwa ga Batlhankedi | 27 |
| 28. Go Kwadisiwa ga Maloko a Setlhopho se se Laolang le Tsamaiso ya go Neela | 28 |
| 29. Tsamaiso ya ditlhopho tsa ngwaga le ngwaga tsa SGB tsa Batlhankedi | 28 |

| | |
|---|----|
| 30. Go tlhamiwa ga Setlhophha se se Laolang sa Sekolo | 29 |
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THULAGANYO

Go dira tlamelo ya tsamaiso e e tshwanang ya go rulaganya le go tlhopha mekgatlo e e laolang dikolo ka 2024; go fetola le go phimola melawana mengwe ya go tlhopha ya SGB e e amanang le dikolo tsa setšhaba le go dira tlamelo ya merero e e amanang le yona.

1. Ditlhaloso

Lefoko lengwe le lengwe kgotsa polelwana e e neetsweng bokao mo Molaong e tla nna le bokao jo bo tshwanang mo melaong e, ntle le fa bokao bo supa ka tsela e nngwe.

“Tsamaiso ya CNS” go kaiwa tsamaiso ya go supa bontlhopheng, tsamaiso ya eleketeroniki e e sireletsegileng e e tshwanetseng go dirisiwa go romela tshedimosetso le ditokomane tse di akanngwang mo melaong eno ka eleketeroniki;

“Malatsi” go kaiwa malatsi a khalendara go akarediwa Matlhatso, Sontaga le malatsi a boikhutso a setšhaba;

“Motlankedi wa ditlhopho tsa kgaolo” go kaiwa motlankedi yo o tlhophilweng wa kgaolo kwa kantorong ya kgaolo yo o rweleng maikarabelo a go okamela le go laola tsamaiso ya ditlhopho mo kgaolong.

“go tlhopha ka eleketeroniki” go kaya go tlhophiwa ga lekgotlatsamaiso la sekolo mo go dirisiwang mekgwa ya eleketeroniki mo kगतong e le nngwe kgotsa go feta;

“ditlhopho ka eleketeroniki” go raya go tlhopa ka eleketeroniki go go akaretsang tiriso ya didiriswa tsa eleketeroniki bonnye mo go tlhopeng;

“seteishene sa go tlhopa ka eleketeroniki” se kaya seteishene sa go dira ditlhopho ka eleketeroniki se se tihomilweng mo lefelong le le tihomilweng ke Motlankedi wa ditlhopho wa sekolo;

“thulaganyo ya go tlhopa ka eleketeroniki” di diriswa tsa hardware, software le dithulaganyo tse di dirisang mekgwa ya eleketeroniki ya go dira tlhopo, gareng ga ditlhopho mo ditlhophong;

“morutabana” go kaiwa motho mongwe le mongwe, ntle le motho yo o tlhophilweng go dira ditiro tsa kwa ntle ga kharikhulamo fela, yo o rutang, a ruta kgotsa a katisa batho ba bangwe kgotsa yo o nayang ditirelo tsa thuto ya porofeshenale, go akarediwa le kalafi ya porofeshenale le ditirelo tsa thutotlhaloganyo kwa sekolong sa botlhe;

“lebokoso la ditlhopho la eleketeroniki” go kaiwa mokgwa wa eleketeroniki o ka ona go bolokiwang ditlhopho go fitlha di balwa;

“Letsatsi lotlhe” go kaiwa paka ya ditlhopho e e sa kgaotseng mo letsatsing e e akaretsang lobaka lwa diura di le 12 mme e sa fete ka 20:00;

“Tlhogo ya Lefapha” go kaiwa tlhogo ya lefapha la thuto mo porofenseng;

“leloko” go kaiwa leloko la lekgotlatsamaiso;

“Leloko la Khuduthamaga” go kaiwa Leloko la Khuduthamaga le le rweleng maikarabelo a thuto mo porofenseng;

“leloko la badiri le eseng Morutabana” go kaiwa motho yo o thapilweng go ya ka Molao wa Tirelo ya Setšhaba kgotsa Molao wa Dikolo wa Aforika Borwa yo e seng morutabana kwa sekolong;

“motsadi” go kaiwa -

- i. Motsadi wa tlhologo kgotsa wa kamogelo kgotsa motlhokomedi wa semolao wa moithuti;
- ii. motho yo o nang le tshwanelo ya semolao ya go nna motlhokomedi wa moithuti; kgotsa
- iii. motho yo o itlamelang go diragatsa ditlamego tsa motho yo o umakilweng mo ditemaneng (a) le (b) malebana le thuto ya moithuti kwa sekolong;

“mogokgo” go kaiwa morutabana yo o tlhophilweng kgotsa yo o dirang mo maemong a a tlhomilweng jaaka tlhogo ya sekolo;

“motlhankedi wa ditlhopho wa porofense” go kaiwa motlhankedi wa porofense yo o tlhopilweng mo kantorong ya porofense yo o rweleng maikarabelo a go okamela le go tsamaisa tsamaiso ya ditlhopho mo porofenseng;

“sekolo sa botlhe” e ka nna-

- i. sekolo se se tlwaelegileng sa botlhe; kgotsa
- ii. sekolo sa botlhe sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto; kgotsa
- iii. sekolo sa botlhe se se rutang ka go tlhoma mogopolo mo bokgoning, go akaretse metshameko, botaki jwa go tshameka kgotsa go tlhama.

“ditlhopho ka eleketeroniki o le kgakala” go raya go tlhopa ka eleketeroniki fa go tlhopa go dirwa ka sedirisiwa se se sa laolweng ke motlhankedi wa ditlhopho;

“Khansele ya kemedi ya baithuti” go kaiwa khansele ya kemedi ya baithuti e e tlhomilweng go ya ka karolo 11 ya Molao;

“Sekolo” se kaya sekolo sa botlhe se se tlwaelegileng kgotsa sekolo sa botlhe sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto se se kwadisang baithuti mo kereiting e le nngwe kgotsa go feta go tswa mo kereiting ya R go ya go Kereiti ya 12.

“motlhankedi wa ditlhopho tsa sekolo” go kaiwa mogokgo wa sekolo se sengwe. Mo mabakeng a a sa tlwaelegang, Mokaedi wa Kgaolo a ka tlhoma motlhankedi wa thuto yo o katisitsweng go laola tsamaiso ya ditlhopho tsa sekolo.

"Mokgatlho o o tshegetsang" go kaiwa mokgatlho kgotsa setheo se se tlamelang ka madi, tsamaiso kgotsa mefuta e mengwe ya tshegetso kwa sekolong sa puso sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto go netefatsa gore se dira sentle le ka bokgoni. Setheo se se tshegetsang se ka nna mokgatlho o o sa direng poelo, setlamo sa poraefete, kgotsa setheo sengwe le sengwe se se nang le kgatlhego mo katlegong le mo boitekanelong jwa sekolo

"Molao" o kaya Molao wa Dikolo wa Aforika Borwa wa 1996 (Molao wa bo 84 wa 1996), jaaka o tlabolotswe.

2. Tiriso

Melawana e, e tla dirisiwa mo dikolong tsotlhe tsa puso mo Porofenseng ya Kapa Bokone mme e tla simolola go dira fa e sena go phasaladiwa mo Kaseteng ya Porofense.

3. Go tlhamiwa ga maloko a lekgotla la sekolo

Palo ya batsadi, barutabana le maloko a baithuti a setlhophisa botsamaisi e tla farologana go ya ka mofuta le kereiti ya sekolo, jaaka go tlhagelela ka botlalo mo go Mametlelelo A (i) le (ii).

4. Go tlhamiwa ga Mekgatlho e e Laolang ya Dikolo tsa Puso tse di tlwaelegileng

4.1. Setlhophisa se se Laolang sa Sekolo sa Puso se se Tlwaelegileng se tla bopiwa ke:

- a) maloko a a tlhophilweng;
- b) motlhankedi yo mogolo, mo maemong a gagwe a semmuso;
- c) Maloko a a kopilweng.

4.2. Maloko a a tlhophilweng a setlhophisa se se laolang a tshwanetse go akaretse leloko kgotsa maloko a a tswang mo setlhopheng sengwe le sengwe sa ditlhophisa tse di latelang:

- a) batsadi ba baithuti ba ba amogetsweng mo sekolong;
- b) barutabana ba ba thapilweng kwa sekolong;
- c) badiri ba e seng barutabana ba ba thapilweng kwa sekolong; le
- d) baithuti ba mophato wa borobedi kgotsa go feta ba ba amogetsweng mo sekolong

5. Go tlhamiwa ga Mekgatlho e e Laolang ya Dikolo tsa Puso tsa Baithuti ba ba Tlhokang Thuto e e Kgethegileng

Setlhophisa sa Tsamaiso ya Sekolo (SGB) sa sekolo sa setšhaba sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto se tla tlhamiwa jaaka go tlhalositswe mo karolong ya 24 (1) (a) - (j) ya Molao.

5.1. Palo ya maloko ka ditlhophisa tsa:

- a) Batsadi ba baithuti kwa sekolong, fa go kgonega;
- b) barutabana;
- c) badiri ba sekolo ba e seng barutabana;
- d) le baithuti ba ba tsenang kereiti ya borobedi le e e kwa godimo, fa go kgonega; e tla nna jaaka go ya ka **Mametlelelo A (ii):** Bokao jwa Mekgatlho ya Puso ya Dikolo tsa Baithuti ba ba Nang le Ditlhokego tsa Thuto e

e Kgethegileng. Tsamaiso e e tlhalosiwang mo melaong (12, 14, 15, 16, 17, 18, 19, 20 le 21) e tla dirisiwa mo ditlhophong tsa ditlhopha tseno.

5.2. Maloko a setlhopha sengwe le sengwe se se umakilweng mo go Karolo 24 (1) (e) (i) ya Molao di tshwanetse go neela Tlhogo ya Lefapha makwalo a go thapiwa go tswa kwa mokgathong wa bona mo nakong ya paka ya tiro ya Setlhopha se se Laolang mo malatsing a le 14 morago ga go tlhophiwa ga sekolo.

5.3. Leloko lengwe le lengwe la lekgotlatsamaiso le le tlhophilweng kgotsa le le tlhophilweng go tswa mo ditlhopheng tsa batho ba ba umakilweng mo Molaong, Karolo 24 (1) (a), (e), (f), (g), (h) le (i) le ka dira jaaka modulasetulo.

6. Ditekanyetso tsa kemedi mo dikolong tsa puso

6.1. Mekgwa ya go fitlhelela maemo a a kwa godimo a a kgonegang a kemedi ya ditokololo tsa setlhopha se se laolang jaaka go tlhalositswe mo go Karolo 28 (e) ya Molao.

6.2. Boemedi bo tla kaya dintlha tse di latelang:

- a) Lotso;
- b) Bong;
- c) Bogole

6.3. Setlhopha se se Laolang sa Sekolo se tla buisana jaaka karolo ya dikopano tsa sona le batsadi ka ga ntlha ya kemedi fa go baakanyediwa Ditlhopho tsa Setlhopha se se Laolang sa Sekolo tse di tshwarwang gangwe mo dingwageng tse tharo le ka ditlhopho.

6.4. Ditlhopho di tshwanetse go bontsha seemo sa boemedi fa go kgonagalang kgotsa go le maleba.

6.5. Pele ga go tlhophiwa ga batlhankedi, mogokgo o tshwanetse go itsise maloko a setlhopha se se laolang ka maikarabelo a bona.

7. Porofaele ya Setlhopha se se Laolang

Dintlha tsa leloko lengwe le lengwe la SGB di tshwanetse go kwalwa go ya ka **Mametlelelo "H1"** ya dikolo tsa botlhe kgotsa **Mametlelelo "H2"** ya dikolo tsa botlhe tsa Baithuti ba ba nang le Ditlhokego tsa Thuto e e Kgethegileng mme di romelwe kwa kantorong ya kgaolo. Tshedimosetso eno e tshwanetse go tlhabololwa fa go nna le ditlhopho tse dinnye le ngwaga le ngwaga fa go tlhophiwa batho ba ba tla nnang mo maemong ao.

8. Maloko a a kopilweng

8.1. Setlhopha se se laolang sa sekolo se se tlwaelegileng sa setšhaba se se tlamelang ka thuto go baithuti ba ba nang le ditlhokego tse di kgethegileng se tshwanetse, fa go kgonega, go tlhophiwa motho kgotsa batho ba ba nang le bokgoni malebana le ditlhokego tsa thuto e e kgethegileng tsa baithuti ba ba ntseng jalo.

- 8.2. Setlhopha se se laolang se ka tlhopha leloko kgotsa maloko a setšhaba sa sekolo go thusa mo go diragatseng ditiro tsa sona. Tirisanommogo e e ntseng jalo e tshwanetse go sekasekiwa, go dumelwa le go itsisiwe leloko le le maleba la setšhaba ka go kwala ke setlhopha se se laolang. Leloko le le tlhophilweng le ka nna teng mo kopanong ya lekgotla la taolo fa go tlhokega mo lefelong la gagwe la bokgoni. Tshedimose tso ya leloko le le tlhophilweng e tshwanetse go bontshiwa mo foromong ya tshedimose tso ya setheo se se laolang, Mametlelelo "H".
- 8.3. Lekgotlatsamaiso la sekolo sa setšhaba se se akanngwang mo karolong ya 14 le ka tshola mong wa thoto e e diriswang ke sekolo kgotsa moemedi yo o tlhophilweng wa mong wa thoto eo.
- 8.4. Go ya ka molawana wa 8.6, maloko a a tlhophilweng ga a na ditshwanelo tsa go tlhopa mo setlhopheng se se laolang.
- 8.5. Fa palo ya batsadi mo kgatong nngwe le nngwe e sa fete palogotlhe ya maloko a mangwe a a nang le tshwanelo ya go tlhopha, setlhopha se se laolang se tshwanetse go dira gore batsadi ba ba nang le tshwanelo ya go tlhopha ba nne le seabe ka nakwana.
- 8.6. Fa motsadi a tlhophilwe ka tshwanelo ya go tlhopha, go tlhophiwa go a khutla fa setulo se sena go tlatlwa ka ditlhopho tse di potlana tse di tshwanetseng go tshwarwa mo malatsing a le 90 morago ga go tlhagelela ga setulo.

9. Paka ya tiro ya maloko le batlhankedi ba ditheo tsa botsamaisi.

- 9.1. Paka ya tiro ya leloko la lekgotlatsamaiso ntle le ya moithuti ga e a tshwanela go feta dingwaga di le tharo.
- 9.2. Paka ya tiro ya leloko la lekgotlatsamaiso e e leng moithuti ga e a tshwanela go feta ngwaga o le mongwe.
- 9.3. Paka ya tiro ya motlhankedi wa lekgotlatsamaiso ga e a tshwanela go feta ngwaga o le mongwe.
- 9.4. Leloko kgotsa motshodi wa kantoro ya lekgotlatsamaiso a ka tlhophiwa gape kgotsa a lalediwa gape, go ya ka seemo, morago ga go fela ga paka ya gagwe ya tiro.

10. Tshwanelo

- 10.1 Motho ga a tshwanela go nna tokololo ya lekgotlatsamaiso fa e le gore:

- a) a na le bolwetse jwa tlhologanyo mme kgotlatshekelo e e nang le bokgoni e mo fitlhetse a na le jone;
- b) ke motho yo o sa kgoneng go duela yo o sa siamisiwang;
- c) o bonwe molato wa tlolomolao mme a atlholetswe go nna kwa kgolegelong ke kgotlatshekelo ya molao mo Aforika Borwa kgotsa kwa nageng e sele, ntle le go fiwa kgetho ya go atiholelwa go duela madi a kotlhao a a fetang dikgwedi di le thataro kgotsa a ise a fetse lobaka lwa gagwe lwa go nna kwa kgolegelong ka botlalo;

- d) o begilwe a sa tshwanele go dira le bana jaaka go tthalosiwa go ya ka Molao wa Bana wa 2005 (Molao wa bo38 wa 2005) Molao wa Tokafatso wa Molao wa Bosenyi (Molao wa Bosenyi wa Thobalano le Merero e e Amanang le Jone) wa bo32 wa 2007; kgotsa
- e) o fitlhetswe a le molato ka ntlha ya tiro ya maitsholo a a sa siamang malebana le go dira ga gagwe ditiro tsa lekgotlatsamaiso go ya ka Molao wa Porofense wa Maitsholo wa Maloko a Mekgatho ya Tsamaiso mo dikolong tsa botlhe.
- 10.2 Fa motho yo o tlhophilweng go nna leloko la setlhopho se se laolang a sa tshole a wela mo setlhopheng se a neng a tlhophilwe le go tlhophiwa go nna leloko la sone, o tla tlogela go nna leloko la setlhopho se se laolang.
- 10.3 Motsadi yo o thapilweng ke sekolo a ka se tlhophiwe jaaka leloko la motsadi mo setlhopheng se se laolang kwa sekolong.
- 10.4 Mogokgo wa sekolo ga a tshwanela go tlhophiwa jaaka leloko la borutabana la lekgotla la botsamaisi kwa sekolong se a tlhophilweng kwa go sona).
- 10.5 Ga go na moithuti ope yo o ka tlhophiwa go nna leloko la lekgotlatsamaiso la sekolo se se tswaelegileng sa botlhe ntle le fa a amogetswe mo mophatong wa borobedi kgotsa yo o kwa godimo mme e le leloko le le tlhophilweng la Khansele ya Baemedi ba Baithuti kwa sekolong se se amegang.
- 10.6 Mo mabakeng a baithuti ba ba nang le ditlokego tse di kgethegileng tsa thuto, baithuti ba mophato wa borobedi kgotsa go feta ba ka tlhophiwa, fa fela go kgonega go dira jalo.
- 10.7 Motsadi o na le tshwanelo ya go boutela fela leloko la motsadi wa lekgotlatsamaiso mme o na le boutu e le nngwe malebana le motlhophiwa mongwe le mongwe wa motsadi.
- 10.8 Morutabana yo o thapilweng kwa sekolong sa setšhaba o na le tshwanelo ya go tlhopho fela maloko a barutabana mme o na le boutu e le nngwe malebana le mokopi mongwe le mongwe wa morutabana.
- 10.9 Leloko la badiri le e seng morutabana o tla nna le tshwanelo ya go boutela fela maloko a e seng barutabana mme o tla nna le boutu e le nngwe malebana le mokopi mongwe le mongwe yo e seng morutabana.
- 10.10 Leloko lengwe le lengwe la lekgotla la baemedi ba baithuti le tla nna le tshwanelo ya go boutela leloko la moithuti fela, mme o tla nna le boutu e le nngwe malebana le moithuti mongwe le mongwe yo o tlhophilweng mo RCL.
- 10.11 Ke maikarabelo a motsadi/batsadi ba ba kwadisitsweng go itsise motlhankedi yo mogolo ka ga phetogo ya dintlha tsa botho ka ditokomane tse di tshegetsang fa go le maleba.

11. Batlhankedi ba ditlhopho**11.1 Motlhankedi wa Porofense wa Ditlhopho**

Tlhogo ya Lefapha e tla thapa motlhankedi wa lefapha jaaka Motlhankedi wa Porofense wa Ditlhopho mme ditiro tsa Motlhankedi wa Porofense wa Ditlhopho e tla nna go:

- a) go ela tlhoko tsamaiso ya go thapa le go tlhopho mo porofenseng;
- b) go fetola dimmapa go ya ka maikaelelo a go lekola a porofense;
- c) tshegetsa batlhankedi ba ditlhopho ba kgaolo;
- d) go golagana le Tlhogo ya Lefapha le dikgaolo;
- e) go thapa batlhankedi ba ditlhopho ba kgaolo ka go rerisana le Bakaedi ba Kgaolo;
- f) netefatsa gore go na le kitsiso e e lekaneng ya letlha la ditlhopho;
- g) netefatsa gore go latelwa ditsamaiso tsa porofense tebang le ditlhopho;
- h) go tlhabolola didiriswa le ditsamaiso tsa katiso ya batlhankedi ba ditlhopho ba kgaolo le ba dikolo le ditlhopho, le go netefatsa gore katiso eno e diragala jaaka go rulagantswe;
- i) go athola ka ga boikuelo jotle jo bo tihagelelang go tswa mo tsamaisong ya go thapa le go tlhopho;
- j) go ela tlhoko le go sekaseka tsamaiso ya ditlhopho mo porofenseng;
- k) go tlhabolola database ya SGBs fa ba simolola tiro; le
- l) mo malatsing a le 30 morago ga go amogela pegelo ya batlhankedi ba ditlhopho tsa kgaolo le batlathlobi ba ditlhopho, ba tshwanetse go rulaganya pegelo e e malebana le ditlhopho tsa Tlhogo ya Lefapha le Mokhuduthamaga, mme mo pegelong eo ba tshwanetse go tsaya tsia dipego tsa batlathlobi ba ditlhopho;
- m) Go batlisisa le go rarabolola boikuelo bongwe le bongwe mo dikganetsanong tse di amanang le tiriso ya Melawana e e batlisisitsweng le go konelwa ke Motlhankedi wa Ditlhopho wa Kgaolo kgotsa dingongorego tse di amogetsweng morago ga paka ya dikganetsano le ya boikuelo.

11.2. Motlhankedi wa Ditlhopho wa Kgaolo

11.2.1 Motlhankedi wa Ditlhopho wa Porofense o tla, ka therisano le Mokaedi wa Kgaolo, a tlhoma Motlhankedi wa Ditlhopho wa Kgaolo Motlhankedi yo o tla nnang motlhankedi wa kgaolo wa maemo a a kwa godimo wa kgaolo e e amegang. Ditiro tsa Motlhankedi wa Ditlhopho wa Kgaolo ke go:

- a) go thapa setlhopho sa ditlhopho sa kgaolo;
- b) go gokaganya ditsamaiso tsa ditlhopho mo kgaolong;
- c) go gakolola Motlhankedi wa Porofense wa Ditlhopho ka ga merero e e amanang le ditlhopho mme a netefatse go tsenngwa tirisong ga melawana e mo kgaolong;
- d) go rulaganya leano la tsamaiso go diragatsa melawana e;
- e) tlhopho Batlhankedi ba go tlhopho ba dikolo mo sekolong sengwe le sengwe mo Kgaolong mme gape a netefatsa gore sekolo sengwe le sengwe se tlhomile setlhopho sa ditlhopho sa sekolo;

- f) netefatsa gore motlhankedi mongwe le mongwe wa ditlhopho yo o dirang mo sekolong mo Kgaolong o katisitswe ka tshwanelo go tshegetsa ditlhopho;
- g) netefatsa gore Batlhankedi botlhe ba Ditlhopho tsa Sekolo ba amogela melawana ya ditlhopho tsa porofense le ditokomane tse dingwe ka nako e e tshwanetseng;
- h) netefatsa gore go buelela ditlhopho go dirwa mo kgaolong go ya ka leano la porofense;
- i) go ela tlhoko tsamaiso ya ditlhopho ka go etela dikolo tsa botlhe ka nako ya ditlhopho;
- j) go rulaganya matlha a ditlhopho tsa dikolo tsotlhe tsa puso mo kgaolong go ya ka **Mametlelelo "B"**;
- k) go netefatsa gore Batlhankedi ba Ditlhopho tsa Sekolo ba itsisitse ofisi ya kgaolo ka go kwala ka matlha a ditlhopho le maina le dinomoro tsa go ikgolaganya tsa batho ba ba tlhophilweng go nna maloko a SGB;
- l) netefatsa gore ba amogela Foromo ya Tshedimosetso go ya ka **Mametlelelo "H1"** ya Dikolo tsa Puso tse di Tlwaelegileleng kgotsa **Mametlelelo "H2"** ya Dikolo tsa Puso tsa Baithuti ba ba Nang le Ditlhokego tse di Kgethegileleng tsa Thuto go tswa go Mogokgo wa Sekolo; le go e romela kwa kgaolong mo malatsing a le 30 a kopano ya ditlhopho tsa sekolo;
- m) Romela foromo ya tshedimosetso ya SGB go Motlhankedi wa Ditlhopho wa Porofense mo malatsing a le 30 morago ga letlha la bofelo la ditlhopho;
- n) go rulaganya pegelo ya kgaolo ka ga ditlhopho le go e neela Motlhankedi wa Porofense wa Ditlhopho mo malatsing a le 30 a letlha la bofelo la ditlhopho;
- o) go kgontsha batlhankedi ba ditlhopho tsa dikolo go kgona go tsamaisa tsamaiso ya ditlhopho tsa dikolo;
- p) baakanyetsa makwalo a kamogelo a maloko a a sa tswang go tlhophiwa a setlhophu se se laolang gore a saeniwe ke Mokaedi wa Kgaolo mme ba di abele dikolo.
- q) Go batlisisa le go rarabolola kgang nngwe le nngwe e e tlisitsweng mo tlhokomelong ya gagwe ke leloko la setšhaba e e sa tsamaelaneng le Melawana e.

11.2.2 Setlhophu sa Ditlhopho sa Kgaolo se tla bopiwa ke:

- a) Motlhankedi wa Ditlhopho wa Kgaolo
- b) Batlhankedi ba kgaolo

11.2.3 Setlhophu sa Ditlhopho sa Kgaolo se tla:

- a) Go thusa Motlhankedi wa Ditlhopho wa Kgaolo ka ditiro tsotlhe tsa ditlhopho;
- b) Nna le maikarabelo a togamaano ya go rotloetsa go netefatsa gore ditlhopho tsa SGB di phasaladiwa sentle mo go botlhe ba ba nang le seabe mo kgaolong;
- c) go okamela ditlhopho.

- 11.2.4** Batlhankedi ba Ditlhopho ba Porofense le ba Kgaolo ga ba a tshwanela go tlhomiwa, go tlhophiwa kgotsa go tlhophiwa jaaka ditokololo tsa mokgatlo mongwe le mongwe wa ditlhopho.
lekgotlatsamaiso la sekolo sengwe le sengwe mo porofenseng.

11.3 Motlhankedi wa Ditlhopho wa Sekolo

11.3.1 Ditiro tsa Motlhankedi wa Ditlhopho wa Sekolo pele ga kopano ya ditlhopho ke go:

- a) Saena dikitsiso tse di baakantsweng ke Tlhogo ya sekolo tse di nayang dintlha ka ga letlha, nako le lefelo la mokgwa wa ditlhopho le go netefatsa dintlha tsa motsadi/motlhokomedu mo lenaaneng la batlhophi ba sekolo la SASAMS. Sebopego sa kitsiso se tshwanetse go nna jaaka go ya ka Mametlelelo "C1" le "C2".

11.3.2 Motlhankedi wa ditlhopho wa sekolo ga a tshwanela go tlhophiwa kgotsa go tlhophiwa jaaka tokololo ya lekgotlatsamaiso la sekolo se e leng motlhankedi wa ditlhopho wa sona.

11.2.2 Ka nako ya kopano ya ditlhopho Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go:

- a) go tlhalosetsa batlhophi tsamaiso ya go thapa le go tlhophi;
- b) a ba ba tlhophiwe ba itsise ka bobona go ya ka melawana e;
- c) go gogela tlhokomelo ya batlhophi go ditlamelo tsa Molao le melawana e;
- d) laola tsamaiso ya ditlhopho;
- e) tsereganya le go rarabolola dikgotlhang dingwe le dingwe ka letsatsi la ditlhopho;

11.2.3 Setlhophi sa Ditlhopho sa Sekolo se tshwanetse go:

- a) Go thusa mogokgo le Motlhankedi wa Ditlhopho wa Sekolo ka ditiro tsotlhe tsa bone go akaretse go tlhabetlha dintlha tsa batsadimo go SASAMS;
- b) Go nna le maikarabelo a togamaano ya go rotloetsa go netefatsa gore ditlhopho tsa SGB di phasaladiwa sentle mo baameging botlhe;
- c) Go thusa ka go kwala rekoto ya go nna teng le metsotso ya kopano ya go supa batho le ya ditlhopho.

12. Mogokgo wa Sekolo

Maikarabelo le ditiro tsa mogokgo pele ga ditlhopho ke go:

- a) go anamisa dikitsiso tsa ditlhopho go batlhophi ba ba latelang ba ba nang le tshwanelo ya go tlhophi: batsadi, barutabana, batho ba e seng barutabana le baithuti mo e ka nnang malatsi a le 21 pele ga letlha la ditlhopho;
- b) go netefatsa gore khopi e e gatisitsweng ya kitsiso e neelwa moithuti mongwe le mongwe bonnye malatsi a le 21 pele ga kopano e e tshitsinngwang ya go thapa le go tlhophi ka ditaelo tse di utlwalang tsa molomo go moithuti go di neela motsadi wa gagwe; le
- c) netefatsa gore kitsiso ya letlha, nako le lefelo e tshwanetse go anamisiwa ka mekgwa e mengwe yotlhe ya tlhaeletsano e e direlwang setšhaba sa sekolo, fa fela e sa gobebelele leloko lepe la setšhaba sa sekolo ka tsela epe;

- d) netefatsa gore kitsiso e tshwanetse go nna ka puo ya sekolo ya go ruta mme fa go kgonega, ka puo ya gae ya barutwana;
- e) tsenya diporofaele tsa baemedi mo mabaleng a sekolo bobotlana malatsi a le mararo (3) pele ga ditlhopho mme, ka tetla ya moemedi, di ka anamisiwa ka mokgwa wa eleketeroniki kwa batsading botlhe;
- f) netefatsa gore diforomo tsa go supa batho di teng ka nako ya kopano ya go supa batho le ya ditlhopho. Sebopego sa foromo ya go tlhophisa se tshwanetse go nna jaaka go tlhagisiwa mo go Mametlelelo "D";
- g) netefatsa gore go na le lefelo le le maleba la kopano ya ditlhopho;
- h) Lebelela, tshwaya o bo o saene mo tsebeng nngwe le nngwe gore lenaane la batlhophi le le nepagetseng le setse le rulagantswe;
- i) netefatsa gore go tlhomiwa Setlhophisa sa Ditlhopho sa Sekolo, se dira sentle e bile se engwa nokeng ke badiredi;
- j) go netefatsa gore Setlhophisa sa Ditlhopho sa Sekolo se tshloganya ditsamaiso tse di leng teng, le gore didiriswa tsotlhe tse di tla tlhokegang mo ditlhophong di teng.

13. Go tlhokomelwa le go lebelelwa ga Ditlhopho

13.1 Motlhankedi wa Ditlhopho wa Porofense/Motlhankedi wa Ditlhopho wa Kgaolo o tla thapa palo nngwe le nngwe ya batho go ela tlhoko dithulaganyo tsotlhe ka nako ya ditlhopho tsotlhe tsa SGB.

13.2 Motho yoo/batho bao ba tshwanetse go:

- a) go nna le phitlhelelo ya ditsamaiso dingwe le dingwe tse di amanang le ditlhopho go ya ka fa go kgonegang ka teng;
- b) go se itshunye nko mo tsamaisong epe e e amanang le ditlhopho;
- c) go rulaganya pegelo e e kwadilweng ya se a se lemogileng le go e neela Motlhankedi wa Porofense wa Ditlhopho/Motlhankedi wa Ditlhopho wa Kgaolo mo malatsing a le 14 morago ga go konelwa ga ditlhopho.

13.3 Mekgatlho ya SGB le batsayakarolo ba ba maleba ba tla nna le tshwanelo ya go romela motlathlobi a le mongwe kwa sekolong sengwe le sengwe sa botlhe.

14. Go kwadisiwa ga batlhophi

14.1 Go tshwanetse ga nna le lenaane la batlhophi mo setlhopheng sengwe le sengwe le le nang le maina a batsadi, barutabana, badiri le baithuti botlhe ba ba nang le tshwanelo ya go tlhophisa. **Mametlelelo "K"** a bontsha lenaane la ditlhopho tsa batsadi.

- a) Ke maikarabelo a mogokgo go netefatsa gore batsadi, baithuti, barutabana le badiri ba e seng barutabana ba tlhabolola dintlha tsa bona fa go na le diphetogo mo dintlheng tsa bona. Ditlhabololo tsotlhe le diphetogo mo polokelongtshedimisetso ya SASAMS di tshwanetse go netefadiwa le go dumelwa ke Tlhogo ya Setheo mo ngwageng nngwe le nngwe pele ga fa polokelo ya tshedimisetso e romelwa kwa Yuniting ya EMIS ya Kgaolo;

- b) Mogokgo wa sekolo o tshwanetse go neela motlhankedi wa ditlhopho wa sekolo lenaane la batlhophi le le nang le setempe le le saennweng la dikarolo tsotlhe mo ditsebeng tsotlhe.
- I. Lenaane la batlhophi la barutabana le tshwanetse go akaretsa barutabana botlhe ba ba thapilweng kwa sekolong;
 - II. Lenaane la batlhophi la badiri ba e seng barutabana le tshwanetse go akaretsa badiri botlhe ba ba thapilweng kwa sekolong;
 - III. Lenaane la batlhophi la baithuti le tshwanetse go nna le maloko otlhe a a tlhophilweng a RCL kwa sekolong;
 - IV. Go tlhophiwa ga batsadi; baithuti; barutabana; badiri ba e seng barutabana go tshwanetse go ikaega ka e amogetswe e e tlhabolotsweng ya SASAMS ya sekolo.
- 14.2 Mogokgo wa sekolo o tshwanetse go ntsha kitsiso ya malatsi a le 7 (kgatiso " C2 ") a laetsa batsadi go netefatsa dintlha tsa bone mo lenaaneng la batlhophi. Tsamaiso ya go netefatsa le go tlhabolola e tshwanetse go simolola ka letsatsi la bo 8 mme e wediwe malatsi a le 7 pele ga letlha la ditlhopho.
- 14.3 Sekolo se tshwanetse go tsaya dintlha tsa batsadi tse di mo rejisetareng ya kamogelo jaaka tse di nepagetseng fa batsadi ba palelwa ke go tlhabolola dintlha tsa bone mo rejisetareng ya kamogelo ya sekolo mo pakeng e e umakilweng mo molawaneng wa 14.2.
- 14.4 Dintlha tsa lenaane la batlhophi le le tlhomamisitsweng la bofelo le le tlhabolotsweng di tshwanetse go kwalwa mo **Mametlelelo "J"** mme di saeniwe ke mogokgo jaaka rekoto ya boammaaruri ya batsadi botlhe ba ba kwadisitsweng.
- 14.5 Batho botlhe ba ba dirang ditshitshinyo, ba ba romelang ditshitshinyo le ba ba tlhophilweng ba tshwanetse go nna batho ba ba leng mo lenaaneng la batlhophi. Go kwalwa ga maina a batlhophi mo ditlhopheng tsotlhe go tswalwa malatsi a le 7 pele ga letsatsi la ditlhopho go netefatsa gore motlhankedi wa ditlhopho a ka tlhoma mogopolo mo go tlhopheng le go tlhophela le go netefatsa boleng jwa go kwalwa ga maina a batlhophi.

15. Mekgwa ya go thapa le go tlhophela

15.1 Go na le mefuta e e latelang ya ditlhopho:

- a) Mokgwa wa go thapa le go tlhophela; (e atlanegisediwa dikolo tse di nang le baithuti ba le 200 le kwa tlase);
- b) Thulaganyo ya go tlhophela letsatsi lotlhe; kgotsa
- c) Mokgwa wa Ditlhopho tsa ileketoroniki.

15.2 Fa dikolo tsa puso di ka tlhophela go dirisa mokgwa wa go tlhophela ka tsela ya eleketoniki, morago ga go buisana le batsadi, sekolo se tshwanetse go dira kopo kwa go Tlhogo ya lefapha (HOD) kgotsa moemedi wa gagwe, mo e ka nnang malatsi a le 30 pele ga letlha la ditlhopho.

- 15.3 Fa go neelwa tetla ya mokgwa wa ditlhopho, Tlhogo ya lefapha (HOD) kgotsa moemedi wa gagwe o tla sekaseka gore:
- a) Mokgwa wa ditlhopho o tla rotloetsa dikgatlhego tse di kwa godimo tsa setšhaba sa sekolo sa setšhaba le sekolo sa setšhaba mme o tla letla gore batlhophi ba nne le seabe se se kwa godimo mo thulaganyong ya go tlhophi;
 - b) mokgwa wa ditlhopho o ka se kgetholole ka tsela e e sa siamang kgatthanong le motho ope yo o ka nnang a tlhophi kgotsa setlhophi sa batlhophi;
 - c) go dirilwe dithulaganyo tse di lekaneng tsa tsamaiso ya go thapa; le
 - d) gore go na le ditlamelo tse di lekaneng tsa mokgwa o o rategang.
- 15.4 Tlhogo ya lefapha (HOD) kgotsa moemedi wa gagwe o tshwanetse go araba mo malatsing a le supa (7) morago ga go amogela kitsiso. Go palelwa ke go araba go tla tsewa e le go dumela gore sekolo sa puso se tsewelele ka mokgwa o o tlhophilweng wa go tlhophi.
- 15.5 Sekolo sa puso se ka ikuela kwa go Mokhuduthamaga (MEC) yo o ikarabelelang ka thuto mo porofenseng, ka go kwala, mo malatsing a le supa go tloga ka letlha la go itsisewe tshwetso, go ya ka temana ya 15.3.
- 15.6 Mokhuduthamaga (MEC) e e rweleng maikarabelo a thuto e tshwanetse gore mo sebakeng sa malatsi a le supa (7) a go amogela boikuelo, jaaka go akanngwa mo temaneng ya 14.5, e itsise sekolo sa setšhaba ka lekwalo ka tshwetso ya yona le mabaka a tshwetso.
- 15.7 Mogokgo wa sekolo le SGB e e tlogelang tiro ba tshwanetse go itsise motlhankedi wa ditlhopho tsa sekolo ka mokgwa wa ditlhopho gore a kgone go baakanyetsa le go saena dikitsiso go batsadi go ya ka seo.
- 15.8 Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go itsise Motlhankedi wa Ditlhopho wa Kgaolo ka mokgwa wa ditlhopho le go romela leano la tsamaiso ya ditlhopho malatsi a le 14 pele ga ditlhopho;
- 15.9 Leano la tsamaiso le le umakilweng mo temaneng ya 15.8 le tshwanetse go akaretsa bobotlana:
- a) Letlha le le tshitshinngwang la mokgwa wa ditlhopho;
 - b) Nako e ditlhopho di tla simololang ka yone, dinako tse di bulegileng tsa go tlhophi le nako ya go tswala;
 - c) Nako e ditlhopho di tla balwang ka yone le go itsise ka dipoelo;
 - d) Thulaganyo ya ditlhopho tsa sekolo maloko a setlhophi go tlhokomela mafelo a go tlhophi go tlhomamisa gore go na le badiredi ba ba lekaneng ba ba ka kgonang go tsewelela ka thulaganyo.
- 15.10 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go saena dikitsiso tse di baakantsweng (**Mametlelelo “C1” le “C2”**) mo diforomong tse di beilweng, tse mo go tsona go tshwanetseng ga tlhagisiwa letlha, nako le lefelo la go thapiwa le go tlhophiwa. Dikitsiso di tshwanetse go anamisiwa go ya ka melawana 12 le 20.

- 15.11 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go netefatsa gore dikitsiso tse di malebana le go thapiwa le ditlhopho di a abiwa le go bontshiwa jaaka go bontshitswe mo melaong.

16. Thulaganyo ya Ditlhopho

- 16.1 Motlhankedi wa Ditlhopho tsa Sekolo o tshwanetse go latela molawana wa go akaretsa, go dira dilo ka tsela e e bonalang le temokerasi.
- 16.2 Go tlhophiwa ga setlhopho sa batsadi mo setlhopheng se se laolang go tla dirwa morago ga go tlhophiwa le go tlhophiwa ga maloko a setlhopho se se laolang a barutisi, badiri le baithuti.

17. Go tlhophiwa le go tlhophiwa ga Maloko a Barutisi

- 17.1 Mogokgo wa sekolo o tshwanetse go tlamela Motlhankedi wa Ditlhopho wa Sekolo ka lenaane la batlhophi le le kanetsweng le go saeniwa la go tlhopho barutisi mo tsebeng nngwe le nngwe.
- 17.2 Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go rerisana le mogokgo wa sekolo go tlhomamisa letlha, nako le lefelo la kopano go tlhopho le go tlhophiwa ga maloko a barutisi.
- 17.3 Mogokgo o tshwanetse go netefatsa gore barutabana kwa sekolong ba amogela kitsiso ya kopano ya go thapa bobotlana malatsi a le 21 pele ga letsatsi la kopano. Sebopogo sa kitsiso le pampitshana ya ditlhopho di tshwanetse go nna jaaka go ya ka **Mametlelelo "C1" le "E"**, ka go latelana.
- 17.4 Go tlhophiwa ga morutabana go tla dirwa ka go neelwa ga foromo ya go tlhophiwa e e tladitsweng sentle le go saeniwa ke morutabana yo o thapilweng kwa sekolong se se tlhophang, morutabana a le mongwe yo o thapilweng kwa sekolong se se tshegetsang go tlhophiwa ga morutabana le moemedi, go Motlhankedi wa Ditlhopho wa Sekolo kwa kopanong ya go tlhophiwa le go tlhophiwa.
- 17.5 Fa e le gore palogotlhe ya bakopi ba maina a bone a amogetsweng:
- a) e kwa tlase ga palo ya maloko a a letleletsweng mo setlhopheng sa sekolo se se amegang jaaka go tlhalositswe mo Mametlelelo "A"
- i. Nako ya ditlhopho e tla atolosiwa ka nako e e sa feteng metsotso e le 30, fa ditlhopho di sa ntse di le kwa tlase ga palo e e tlhokegang ya ditlhopho tse di letleletsweng mo setlhopheng se kopano e tla kgaoganngwang ka sone mme Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go bitsa kopano e nngwe mo sebakeng se se sa feteng malatsi a le supa pele ga ditlhopho tsa ditlhopho tsa batsadi. Maloko a a tlhophilweng pele ga kopano e busediwa kwa morago, a tla tswelela go tlhophiwa go tlhophiwa mo ditlhophong tse di buseditsweng kwa morago mme go ka nna ga dirwa ditlhopho tse dingwe gape mme tsa amogelwa.
- ii. Fa e le gore morago ga kopano ya bobedi ya ditlhopho e e tshwerweng go ya ka molawana wa 17.5 (a) palogotlhe ya ditlhopho tse di amogelesegang e sa ntse e le kwa tlase ga palo e e tlhokegang ya maloko

a barutisi, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go itsise batho ba ba tlhophilweng ba ba tlhophilweng gore ba tlhophilwe ka tshwanelo mme ditlamelo tsa molawana wa 8 di tla dira ka gore ditlhopho tsa nakwana di tshwanetse go tshwarwa mo malatsing a le 90 morago ga letsatsi la ditlhopho tsa go nna jalo mme:

- a) fa palo ya batlhophi e lekana le palo ya ditokololo tse di umakilweng mo molawaneng wa bo17.5 (a), Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go bolela gore batlhophi botlhe ba ba tlhophilweng ba tlhophilwe ka tshwanelo go nna maloko a lekgotlatsamaiso; kgotsa
 - b) fa palo ya maloko e feta palo ya maloko a a kailweng mo molawaneng wa bo17.5 (a), go tlhophiwa ka boutu e e fitlhegileng.
- 17.6 Fa sekolo se na le barutabana ba le babedi fela mo badiring ba sone, Motlhankedi wa Ditlhopho tsa Sekolo a ka dirisa metshameko ya go iteka lesego kgotsa mokgwa o mongwe o o letlang tlhopho e e sa rulaganngwang magareng ga ba ba tlhophilweng ba ba lekanang. Seno se tshwanetse go dirwa phatlalatsa le ka tumalano ya batho ba ba tlhophilweng.
- 18. Go thapiwa le go tlhophiwa ga leloko la badiri ba e seng morutabana**
- 18.1 Tsamaiso e e tshalositsweng e e kwadilweng mo molawaneng wa bo17 e tshwanetse go dirisiwa mo go tlhopheng le go tlhophiweng ga maloko a badiri ba e seng barutabana: fa e le gore sebopego sa kitsiso ya kopano le pampiri ya go tlhopa di tshwanetse go nna jaaka go ya ka **Mametlelelo "C1"** le **"E"**, ka go latelana.
- 18.2 Mo mabakeng a mo go one go se nang leloko la badiri kwa sekolong le e seng morutabana, maemo a tla tlogelwa a sa tladiwa.
- 18.3 Fa go na le leloko le le lengwe la badiri le e seng morutabana, o tla tsewa jaaka yo o tlhophilweng ka tshwanelo go nna leloko la setlhopho se se laolang.
- 18.4 Fa go na le maloko a le mabedi a badiri kwa sekolong, Motlhankedi wa Ditlhopho wa Sekolo o tla dirisa mokgwa mongwe o o letlelelang go tlhophiwa ka go itlhophela mo gare ga ba ba tlhophilweng ba ba lekanang. Fa go na le batho ba ba fetang ba le babedi ba e seng barutisi, go tshwanetse ga tshwarwa ditlhopho tsa temokerasi go bona gore ke mang yo o tshwanetseng go tlhophiwa go nna leloko la setlhopho se se laolang.

19. Go thapiwa le go tlhophiwa ga Maloko a Baithuti

- 19.1 Go thapiwa le go tlhophiwa ga Khansele ya Baemedi ba Baithuti go SGB go tshwanetse go diriwa go ya ka thulaganyo e e beilweng ke Kitsiso ya Porofense 110 ya 2016 e e phasaladitsweng mo Kaseteng ya Porofense 2054. Mametlelelo "A3" (kitsiso ya kopano), "B3" (foromo ya go supa motho) le "C2" (pampiri ya go tlhopa) le tsone di tshwanetse go dirisiwa go tshegetsatsa thulaganyo eno.

- 19.2 Baithuti ba tshwanetse go itsisewe ka Karolo 32 ya Molao, e e tthalosang maemo a ba ba sa leng babotlana mo setlhopheng sa botsamaisi.

20. Go tlhophiwa le go tlhophiwa ga maloko a batsadi

20.1

- a) Mogokgo wa sekolo ka therisano le Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go baakanyetsa dikitsiso tsa kopano ya go tlhophiwa le go thapa e e kopaneng mo go yona go tla bolelwang letlha, nako le lefelo la mokgwa wa go tlhophiwa. Sebopego sa kitsiso le pampitshana ya ditlhopho di tshwanetse go nna jaaka go ya ka **Mametlelelo "C1" le "E"**, ka go latelana.
- b) Go tshwanetse ga akanyediwa letlha, nako le lefelo tse di tla dirang gore batsadi ba nne le seabe se segolo mo ditlhophong.
- c) **Mametlelelo "J"** "Declaration on the verification and updating of the motsadi details on the voters roll" e tshwanetse go kwalwa ka tsela e e nepagetseng e e tladitsweng le go saeniwa malatsi a le 7 pele ga kopano ya go thapa le go tlhophiwa dikitsiso tsa letlha,
- d) Nako le lefelo la go thapiwa le go tlhophiwa di tshwanetse go anamisiwa ka mekgwa yotlhe ya tshaeletsano. Go tlhagisiwa mo mafelong a a bonalang mo sekolong le mo setšhabeng mo e ka nnang malatsi a le 21 pele ga letlha go tlhophiwa le go tlhophiwa. Go tlhophiwa le go tlhophiwa ga maloko go tshwanetse go tsamaelana le mokgwa wa go tlhophiwa se sekolo se tla se dirang.

20.2 Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go netefatsa gore:

- e) Kwaramo e e tlhokegang ya 15% e fitlheletswe pele ga ditlhopho di simolola;
- f) Nako ya go simolola le ya go khutla ya go supa maina e bontshiwa kwa tshimologong ya kopano;
- g) Motho mongwe le mongwe yo o tlhopilweng, o na le motlhami le mothusi;
- h) Motho yo o tlhopilweng, motho yo o dirang tshitshinyo le motho yo o tsentseng tshitshinyo ya bobedi ba tlhagelela mo lenaaneng la batlhophi mme ba nna teng ka letsatsi la kopano ya go supa le go tlhophiwa.

- 20.3 Fa mo kopanong ya ntlha ya go supa le go tlhophiwa go sa fitlhelelwe khoramo, ditlhopho di tshwanetse go busediwa morago ka nako e e seng ka fa tlase ga malatsi a le 7 mme e seng go feta malatsi a le 14 go tloga ka letlha la kopano ya ntlha, mo tiragalong e mo go yona tsamaiso e e tthalositsweng mo molawaneng wa 20 e tshwanetseng go boelediwa.

- 20.4 Batho ba ba tlhopilweng ba ba tlhopilweng pele ga go busediwa ga kopano ya go tlhophiwa le go tlhophiwa ba tla tswelela go tlhophiwa go fitlha ka go tlhophiwa mo kopanong e e rulagantsweng gape, mme go ka nna ga tsenngwa le go amogelwa ditlhopho tse dingwe.

- 20.5 Kitsiso ya kopano ya bobedi ya ditlhopho e tshwanetse go tthalosa sentle gore ga go tlhokege gore go nne le quorum mo kopanong eno.

21. Khoramo

Go tlhokega gore go nne le palo ya batho ba le 15% gore go netefadiwe dipholo tsa ditlhopho tsa ntlha tsa SGB.

22. Go tlhopa le mokgwa wa ditlhopho

Mo thulaganyong eno go tlhophiwa le go tlhophiwa ke ditulo tse pedi tsa kopano e le nngwe. Fa nako ya go tlhopha e fela, nako ya ditlhopho e simolola ka bonako.

22.1 Go tlhophiwa ga Maloko a Batsadi

22.1.1 Motlhankedi wa Ditlhopho wa Sekolo ka therisano le mogokgo wa sekolo o tshwanetse go netefatsa gore dikitsiso tse di malebana le go thapiwa le ditlhopho di a abiwa, di bewa le gore di abiwa batsadi jaaka go tlhalositswe mo molawaneng 12 (a - c).

22.1.2 Setlhophsa sa Ditlhopho sa Sekolo se tshwanetse go netefatsa dintlha tsa batlhophi mo lenaaneng la batlhophi. Lekwalo la boitshupo le le nang le barcode e tala kgotsa karata e e botlhale, phaseporoto kgotsa laesense e e siameng ya go kgweetsa e tla nna bosupi jwa gore motho o na le tshwanelo ya go tlhopha.

22.1.3 Go tlhokega gore 15% ya palo yotlhe ya batsadi ba ba leng mo lenaaneng la batlhophi e nne teng gore go nne le thulaganyo ya go thapa le go tlhopha.

22.1.4 Motlhankedi wa ditlhopho tsa sekolo o tla tlhomamisa nako le boleele jwa thulaganyo ya go thapa: fa e le gore nako e e abetsweng ga e ka fa tlase ga metsotso e le 30 mme ga e fete ura e le 1.

22.1.5 Go tlhophiwa ga moemedi go tla diragala ka nako ya kopano ya go tlhophiwa le go tlhophiwa go ya ka thulaganyo e e latelang:

a) Go tlhophiwa ga motho go dirwa mo nakong e e letleletsweng ya go tlhophiwa ga motho fa e le gore go tlhophiwa ga motho yoo go tshwanetse ga tshegediwa ke motsadi yo mongwe mme foromo ya go tlhophiwa ga motho yoo e tladiwe ka tshwanelo ke motho yo o tlisang tshitshinyo, motho yo o mo thusang le mokopi, mme e neelwe motlhankedi wa ditlhopho mo kopanong. Motho yo o dirang tshitshinyo, mothusi wa gagwe le mokopi ba tshwanetse go nna teng mo kopanong ya go supa motho. Tsamaiso ya go thapa e tshwanetse go dirwa ka mokgwa wa go kwala, ga go letlelelwe go tsholetsa diatla.

b) Ga gotle go letlelelwa go tlhopha ka moemedi.

22.2 Morago ga nako ya go thapa e sena go feta, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go:

22.2.1 sekaseka dikgetho le go gana go tlhophiwa ga mokopi mongwe le mongwe yo o:

- a. ga e a supiwa go ya ka tsamaiso e e tlhalositsweng mo melaong e;
- b. ga a kgone go tlhophiwa le go tlhophiwa go ya ka melawana eno;
- c. go itsise maina a ba ba tlhophilweng ba ba amogetsweng.

22.2.2 Fa palogotlhe ya batho ba ba tlhophilweng ba maina a bona a amogetsweng:

- a) e ka fa tlase ga palo ya maloko a a letleletsweng mo setlhopheng sa sekolo se se amegang jaaka go tlhalositswe mo **Mametlelelo "A"**,
 - i. nako ya go tlhophiwa e tla atolosiwa ka nako e e sa feteng metsotso e le 30, fa palo ya batho ba ba tlhophilweng e sa ntse e le kwa tlase ga palo e e tlhokegang e e letleletsweng ya setlhophiwa se se tlhophilweng, kopano e tla emisiwa mme motlhankedi wa ditlhopho wa sekolo o tshwanetse go bitsa kopano e nngwe e e tla busediwang morago mo malatsing a le 7 kgotsa go feta a le 14 go tloga ka letlha la kopano ya ntlha. Maloko a a tlhophilweng pele ga kopano e busediwa kwa morago, a tla tswelela go tlhophiwa go tlhophiwa mo ditlhophong tse di buseditsweng kwa morago, mme go ka nna ga romelwa le go amogelwa ditlhopho tse dingwe.
 - ii. Fa e le gore morago ga kopano ya bobedi ya go thapa e e neng ya tshwarwa mme palogotlhe ya ditlhopho tse di nepagetseng e santse e le kwa tlase ga palo e e tlhokegang ya maloko a batsadi, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go bolela gore bontlhopheng ba ba tlhophilweng ba tlhophilwe ka tshwanelo mme ditlamelo tsa karolwana ya 8.5 le 8.6 di tla dira: fa e le gore ditlhopho tsa nakwana di tshwanetse go tshwarwa mo malatsing a le 90 morago ga letsatsi la ditlhopho tseo.
- b) e lekana le palo ya ditokololo tse di rometsweng, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go bolela gore batho botlhe ba ba tlhophilweng ba tlhophilwe ka tshwanelo go nna maloko a setlhophiwa se se laolang; kgotsa
- c) palo ya maloko a a kailweng mo temaneng ya 22.2.2, ditlhopho di tla tshwarwa ka boutu e e fitlhegileng.

22.3 Go Tsamaisiwa ga Ditlhopho

Ditlhopho di tla tshwarwa ka letlha, nako le lefelo le le bontshitsweng mo kitsisong (Tlaleletso " C1 ") ya kopano ya go tlhophiwa.

- 22.3.1 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go tlhalosa tsamaiso e e tla latelwang mo kopanong mme o tshwanetse bonnye go tlhalosa gore mokopi mongwe le mongwe yo o tlhophilweng o tla nna le tšhono ya go tlhalosa ka molomo mo kopanong:
- a) leina la gagwe;
 - b) maina le maduo a bana ba gagwe mo sekolong;
 - c) tiro le maitemogelo kgotsa bokgoni; le
 - d) ponelopele ya gagwe ka ga tsamaiso ya sekolo, gore batsadi ba kgone go tsaya tshwetso e e nang le kitso ka nako ya thulaganyo ya ditlhopho.

- 22.3.2 Go tlhophiwa go tla dirwa ka go tlhopa ka sephiri. Sebopego sa pampitshana ya go tlhopa se tshwanetse go nna jaaka go ya ka Mametlelelo "E". Dipampiri tsa ditlhopho ga di a tshwanela go tsewa kwa ntle ga lefelo la go tlhopa.
- 22.3.3 Pele dipampiri tsa ditlhopho di abiwa, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go netefatsa gore pampiri nngwe le nngwe ya ditlhopho e na le setempe sa sekolo mo go yone.
- 22.3.4 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go tlhalosetsa baithuti ka ga thulaganyo ya go tlhopa, palo e e kwa tlase le e e kwa godimo ya ba ba ka gore go tla boutelwa eng le gore go tla kwalwa jang gore go boutetswe eng.
- 22.3.5 Pele ga kopano ya ditlhopho, motlhankedi wa ditlhopho wa sekolo o tla baakanya pampiri ya ditlhopho ka maina a batho botlhe ba ba tlhophilweng mo go bone go ya ka tatelano ya alefabete go ya ka maina a bone.
- 22.3.6 Motlhophi o tshwanetse go kwala ka sephiri go tlhopa ga gagwe mo pampiring ya go tlhopa mme morago a beye pampiri ya go tlhopa mo lebokosong kgotsa setshelo se sengwe se se tswaletsweng se se neetsweng lebaka l eo.
- 22.3.7 Motho yo o tlhokang thuso, ka kopo ya gagwe, a ka thusiwa ke motlhankedi wa ditlhopho wa sekolo kgotsa leloko la setlhopho sa ditlhopho fa pele ga mosupi yo o supilweng ke motho yo o tlhophang.

22.4 Go balwa ga ditlhopho

- 22.4.1 Motlhankedi wa ditlhopho o tshwanetse go bula dipampiri tsa ditlhopho fa go na le batlhatlhoi, batlhokomedi le batho ba ba tlhophilweng ba ba eletsang go nna teng.
- 22.4.2 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go gana pampiri epe e e senyegileng pele a bala ditlhopho t se di kwadilweng tsa moanelwa mongwe le mongwe fa:
- karata ya go tlhopa e letshwao la semmuso kgotsa setempe sa semmuso se sa tlhagelelang mo go yone;
 - dipampiri tsa ditlhopho tse di nang le palo ya ditlhopho tse di kwadilweng go feta palo ya maloko a a tlhophilweng;
 - tlhopho e e konoseditsweng ka tsela e e dirang gore, go ya ka maikutlo a motlhankedi wa ditlhopho, go se ka ga tlhomamisiwa gore ke moemedi ofe kgotsa baemedi bafe ba ba neng ba kwadisediwa go tlhopa.
- 22.4.3 Morago ga go gana dipampiri tse di senyegileng, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go:
- bala ditlhopho fa go le teng ga moemedi mongwe le mongwe yo o eletsang go nna teng;
 - itsise kopano yotlhe ka leina la mokopi mongwe le mongwe le palo ya ditlhopho tse di ntshitsweng mo go mongwe le mongwe;
 - tlatsa foromo jaaka go tlhagisitswe mo go **Mametlelelo "F"** o supa palo ya ditlhopho tse mokopi mongwe le mongwe a di boneng.

- 22.4.4 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go itsise ba ba tlhophilweng palo ya ditlhopho tse di bonweng, ka tatelano go tswa kwa godimo goya kwa tlase.
- 22.4.5 Fa go nang le palo ya ditlhopho tse di tshwanag, tse di bonweng ke batho ba ba tlhopilweng ba le babedi kgotsa go feta mme seno se ama dipholo tsa ditlhopho. Fa go na le ditlhopho tsa ditlhopho, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go dirisa matshwao go tlhomamisa dipholo kgotsa a dirise mokgwa mongwe o o letlang gore go nne le ditlhopho tse di rulagantsweng. Go tlhophiwa ka go latelana ga batho ba ba tlhophilweng ba ba lekanang. Seno se tshwanetse go dirwa phatlalatsa ka tumalano ya ba ba tlhophilweng le ka tsela e e utlwalang. go nna teng ga batlathlobi, basekaseki le batho ba ba tlhophilweng ba ba eletsang go nna teng.
- 22.4.6 Motlhankedi wa ditlhopho tsa sekolo o tla swetsa ka dikgang tsotlhe tse di amanang le go thapiwa le go tlhophiwa.
- 22.4.7 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go tlatsa foromo ya kitsiso ya ditlhopho jaaka go thagisitswe mo **Mametlelelong "F"** morago ga batsadi go ya kwa kopanong ya ditlhopho le go e isa kwa motlhankeding wa ditlhopho wa kgaolo.

23. Thulaganyo ya go Tlhophiwa ya Letsatsi Lotlhe

Mokgwa ono ke wa go tlhophiwa ka seatla letsatsi lotlhe mo batlhophi ba yang kwa lefelong la go ditlhopho go ya go tlhophiwa nako nngwe le nngwe mo diureng tse di beilweng tsa letsatsi ntle le go tshwara kopano. Go balwa ga ditlhopho go ka tswelala fela fa palo ya ditlhopho tse di abilweng ka nako ya go tswalelwa e supa gore go fitlhetswe palo ya 15% ya batlhophi.

23.1 Go tlhophiwa ga Maloko a Batsadi

- a) Motlhankedi wa Ditlhopho wa Sekolo ka therisano le mogokgo wa sekolo o tshwanetse go netefatsa gore dikitsiso tse di malebana le go thapiwa le ditlhopho di a abiwa, di bewa le gore di abiwa batsadi jaaka go laetswe mo molawaneng wa bo 12 (a - c).
- b) Motsadi o tshwanetse go tlhophiwa (**Tlaleletso "D"**) le go romelwa ke motsadi wa moithuti wa sekolo se se amegang fela yo o tshwanetseng go tlhagelela mo lenaaneng la batlhophi ka go isa kwa motlhankeding wa ditlhopho wa sekolo, malatsi a a seng ka fa tlase ga a le 7 pele ga letsatsi la ditlhopho, foromo ya go supa motho e e tladitsweng sentle ke motho yo o dirang tshitshinyo, yo o romelang motho yo o mo romelang le motho yo o tlhophilweng;
- c) Motho yo o tlhophilweng o tshwanetse go tlamela tshedimosetso e e latelang go tla le foromo ya go tlhophiwa gore e tle e abiwe batsadi pele ga Letsatsi la Ditlhopho:
 - i. Setshwantsho sa bosheng sa bogolo jwa phaseporoto
 - ii. Maina ka bottlalo
 - iii. Maina le dikereiti tsa bana kwa sekolong;
 - iv. Tiro, bokgoni le maitemogelo a a ka solegelang sekolo molemo; le

- v. Ponelepele ya moithlophiwa ya sekolo.
- d) Diporofaele tsa bakgethi botlhe ba ba tlhophilweng di tshwanetse go anamisiwa kwa batsading botlhe malatsi a le 3 pele ga Letsatsi la Ditlhopho, mme fa mokgethi a na le tetla, di ka anamisiwa ka mokgwa wa eleketeroniki kwa batsading botlhe.
- e) Tsamaiso e e mo temaneng ya 22.2.2 e tshwanetse go latelwa ka nako ya go thapiwa le ditlhopho

23.2 Go tlhophiwa ga Maloko a Batsadi

- a) Motlhankedi wa ditlhopho wa sekolo o tshwanetse go baakanya dipampiri tsa ditlhopho tse di nang le maina a bonkgetheng botlhe ba ba tlhophilweng ka tatelano ya alefabete (Tlaleletso "D"). Dikarata tseno tsa go tlhoba di tshwanetse go nna le setempe sa sekolo mo go tsone, kana letshwao le lengwe le le tlaolang le le thibelang gore dikarata tsa go tlhoba di se ka tsa senngwa.
- b) Batlhophiwa ba ba tlhophilweng ba tshwanetse go fiwa dinomoro tse di tsamaelanang le dinomoro tse di fa thoko ga maina a bone mo pampiring ya go tlhoba.
- c) Motsadi mongwe le mongwe yo o tlhomamisitsweng mo lenaaneng la batlhophi o tshwanetse go amogela pampitshana ya go tlhoba gore a tshwaye palo e e kwa godimo ya batsadi ka sephiri jaaka go bontshitswe mo (Tlaleletso "A").
- d) Pampiri e e tshwailweng ya go tlhoba e tshwanetse go menwa mme e tsenngwe mo lebokosong la go tlhoba kgotsa mo setshelong sengwe le sengwe se se tswaletseng se se beetsweng tiro eno.
- e) Motho yo o tlhokang thuso, ka kopo ya gagwe, a ka thusiwa ke Motlhankedi wa Ditlhopho wa Sekolo ka mosupi yo o supilweng ke motho yo o tlhophang.

23.3 Go balwa ga ditlhopho

- a) Fa go balwa ditlhopho, go tla latelwa thulaganyo e e tlhalosiwang mo molawaneng wa bo24.
- b) Go balwa ga ditlhopho go ka simololwa fela fa go setse go tlhomamisitswe gore palo e e lekaneng ya 15% ya ditlhopho e setse e dirilwe.
- c) Fa kgotlaeomolao e sa fitlhelelwa ka letsatsi la ntlha la ditlhopho, ditlhopho di tshwanetse go busediwa morago ka nako e e seng ka fa tlase ga malatsi a le 7 mme e seng go feta malatsi a le 14 go tloga ka letlha la kopano ya ntlha mo tiragalong e mo go yona tsamaiso e e tlhalositsweng mo temaneng ya 20.1 e dirisiwang.

24. Mokgwa wa Ditlhopho tsa ileketeroniki

Ditlhopho tsa eleketeroniki ke mokgwa wa ditlhopho o mo go ona go dirisiwang didiriswa tsa eleketeroniki mo kगतong e le nngwe kgotsa go feta. Mokgwa ono wa ditlhopho o ka tlhophiwa fela ke dikolo tse di nang le bokgoni jwa go dira ditlhopho tse di ntseng jalo ka ntlha ya didiriswa tse di leng teng le go nna le bontsi jwa setheo sa batsadi se se nang le thekenoloji e e tlhokegang go dira ditlhopho tse di ntseng jalo.

go tsaya karolo mo ditlhophong.

24.1 Go tlhopa ka eleketeroniki - Ditlhokego tsa tiragatso

- (1) Maloko a tshwanetse go tlhophiwa go ya ka temana 24.1
- (2) Setešene sa go tlhopa ka eleketeroniki se tshwanetse go tlhomiwa mo lefelong le le tlhomilweng ke Motlhankediwa Ditlhopho wa Sekolo koo go tlhopa ka eleketeroniki go ka diragalang teng.
- (3) Go tlhopa ka eleketeroniki le go tlhopa ka eleketeroniki go tswa kgakala go tshwanetse ga tshwarwa ka letlhale ka nako le lefelo jaaka go tlhomilwe ke Motlhankedi wa Ditlhopho wa Sekolo.
- (4) Mogokgo o tshwanetse gore bonnye malatsi a le 14 pele ga letlha la ditlhopho tsa ileketeroniki:
 - (a) Go itsise batlhophi, ka puo e e utlwalang le e e bonolo, ka tsela e ditlhopho tsa eleketeroniki di tla diragadiwang ka teng, le dikgato dingwe le dingwe tse batlhophi ba ka di tsayang go nna le seabe le go tlhopha; le
 - (b) Neela lenane la semmuso la software e e tla dirisiwang mo ditlhopong tsa eleketeroniki. Bonnye e tshwanetsgo bontsha software e e dirisitsweng le tlhaloso e khutshwane.
- (5) Go tlhopa ka eleketeroniki go ka se simolole pele ga nako ya go bulwa ga setešene sa go tlhopa ka eleketeroniki kwa sekolong sa setšhaba. Go tlhopa ka mokgwa wa eleketeroniki o le kgakala ga go kitla go tswelala morago gabokhutlo jwa paka ya go tlhopa kwa setešeneng sa go tlhopa ka mokgwa wa eleketeroniki kwa sekolong sasetšhaba.
- (6) Pele ga go tlhopa ka eleketeroniki go diragala, motlhankedi wa ditlhopho wa sekolo o tshwanetse go ikgotsofatsa gore tsamaiso ya go tlhopa ka eleketeroniki e dira sentle le ka tshwanelo le gore dikgato tse di tlhokegang tsa tshireletso tse di umakilweng mo temaneng ya 24.2 di teng.
- (7) Mo tselaneng nngwe le nngwe ya go tlhopa ka eleketeroniki, go tshwanetse ga tlhomiwa dithulaganyo tsa tshegetsle kaelo malebana le ditsamaiso tsa go tlhopa mme di nne teng go tlhopa. Mo lebakeng la go tlhopa ka eleketeroniki o le kgakala, dithulaganyo tse di ntseng jalo di tshwanetse gape di nne teng ka tsela e nngwe ya tlhaeletsano e e leng teng ka bophara.
- (8) Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go netefatsa gore:
 - (a) serweboleta le ditirelo tse di maleba di ka dirisiwa ke batlhophi botlhe; le
 - (b) badirisi ba tlamelwa, fa go tlhokega le fa go kgonega, ka ditlamelo tse di oketsegileng, jaaka di-interface tse di kgethegileng kgotsa metswedi e mengwe e e lekanang, jaaka thuso ya sebele.
- (9) Go tshwanetse ga nna le tekatekano mo tseleng ya go tlhagisa ditlhopho tsotlhe mo sedirisiwang se se dirisediawang go ntsha ditlhopho ka eleketeroniki.
- (10) Lenaane la ba ba tlhophilweng le le tshwanetseng go tlhalosa bobotlana:
 - (a) setshwantsho sa bosheng sa bogolo jwa phaseporoto
 - (b) leina la gagwe;
 - (b) maemo a ngwana wa gagwe/bana ba gagwe mo sekolong;
 - (c) tiro le maitemogelo kgotsa bokgoni;
 - (d) pono ya sekolo; le

(e) e tshwanetse go nna teng le go tlhagisiwa ka tekatekano mo dithulaganyong tsotlhe tsa go tlhopa ka eleketeroniki mme gape e tshwanetse go nna teng ka go phatlalatsa ka mekgwa e mengwe pele ga letlha la go tlhopa ka eleketeroniki.

(11) Motlhankedi wa dithopho wa sekolo o tshwanetse go netefatsa gore thulaganyo ya go tlhopa ka eleketeroniki e neela motho yo o tlhopa lekwalo la go tlhopa le le boammaaruri. Mo lebakeng la go tlhopa ka mekgwa wa eleketeroniki o le kgakala, motho yo o tlhophang o tshwanetse go itsisiwe ka ditsela tsa go netefatsa gore go na le kgokagano le seva ya semmuso le gore lekwalo la go tlhopa le le boammaaruri le tlhagisitswe.

24.2 Ditlhokego tsa setegeniki tsa thulaganyo ya go tlhopa ka eleketeroniki:

- 1) Go netefatsa dithopho tsa temokerasi, di-interface tsa bathlophi tsa e-voting di tshwanetse go dirisiwa le go tlhologanngwa ke batho ba le bantsi ka fa go ka kgonegang ka teng.
- 2) Thulaganyo ya go tlhopa ka eleketeroniki e tshwanetse go tihomamisa gore a motho o a tshwanelega go ka tlhopa pele a ka tlhopa.
- 3) Thulaganyo ya go tlhopa ka eleketeroniki e tshwanetse go netefatsa gore motho yo o tlhophang ke motho wa boammaaruri mme e tshwanetse go tihomamisa gore go tlhopa fela palo e e tshwanetseng ya batho ba ba tlhophang e bo e bolokwa mo lebokosong la go tlhopa ka eleketeroniki.
- 4) Thulaganyo ya go tlhopa ka eleketeroniki e tla netefatsa gore tlhopho ya bathlophi e tlhagelela sentle mo go tlhopa le gore boutu e e kanetsweng e tsena mo lebokosong la eleketeroniki la go tlhopa.
- 5) Tsamaiso ya go tlhopa ka eleketeroniki e tshwanetse go tshola go nna teng le go nna le bonnete jwa dithopho. Gape e tla tshegetsa sephiri sa dithopho le go di boloka di tswaletswe go fitlha go balwa dithopho.
- 6) Morago ga bokhutlo jwa paka ya go tlhopa ka mekgwa wa eleketeroniki, ga go na motho ope yo o tlhophang yo o letlelelwang go tsena mo thulaganyong ya go tlhopa ka mekgwa wa eleketeroniki.
- 7) Thulaganyo ya go tlhopa ka eleketeroniki e tshwanetse go nna le dikgato tsa go boloka ditirelo tsa yona di le teng ka nako ya thulaganyo ya go tlhopa ka eleketeroniki. E tshwanetse go emelana le go se bereke sentle kgotsa go senyega.
- 8) Motlhankedi wa dithopho wa sekolo o tshwanetse go thapa bonnye motho a le mongwe, ka ntlha ya bokgoni jwa gagwe, yo o tla nnang le phitlhelelo ya mafaratlhatlha a a botlhokwa a serori sa eleketeroniki le tshedimosetso ya dithopho. Ditiro tsa botlhokwa tsa setegeniki di tshwanetse go dirwa ke motho yo. Fa go kgonega, ditiro tse di ntseng jalo di tshwanetse go dirwa kwa ntle ga dipaka tsa dithopho.
- 9) Tsamaiso ya go bala e tshwanetse go:
 - a) Bala dithopho ka nepagalo mme palo ya dithopho e tshwanetse go boelediwa;
 - b) Tshegetsa go nna teng le go sa senyega ga lebokoso la go tlhopa la eleketeroniki le dipholo tsa thulaganyo ya go bala fa go tlhokega.
 - c) Go dira gore go kgonege go tlhatlhoa le go netefatsa gore go tlhopa ka mekgwa wa eleketeroniki go dira sentle le gore dipholo tsa teng di nepagetse, go lemoga boferefere jwa go tlhopa, go tlhopa ga batho ba le bantsi ba tlhopa ka tsela e e tshwanang le go supa gore dithopho tsotlhe tse di badiilweng di boammaaruri le gore dithopho tsotlhe di badiilwe.

- d) Go dira gore go kgonege go netefatsa gore ditlhopho tsa eleketeroniki di tsamaelana le ditlamelo tsa semolao tse di maleba, ka maikaelelo a go netefatsa gore dipholo di supa ka nepagalo ditlhopho tsa nnete.
- e) Fa go dirwa dikumo tse dintšhwa, go tshwanetse ga elwa tlhoko go tsamaelana ga tsona le tse di leng teng, go akaretsa le tse di dirisang thekenoloji e e diretsweng go thusa batho ba ba nang le bogole.

25. Go Rarabolola Dikgotlhang

- 25.1 Motlhankedi wa ditlhopho wa sekolo o swetsa ka merero yotlhe e e amanang le go thapiwa le go tlhophiwa ga thulaganyo.
- 25.2 Dikganetsano tsotlhe di tshwanetse go begiwa kwa motlhankeding wa ditlhopho tsa sekolo ka nako ya ditlhopho go dira direkoto.
- 25.3 Motlhankedi wa ditlhopho wa sekolo o letleletswe go leka go rarabolola dikgotlhang tsotlhe mme, fa go kgonega, go netefatsa gore ditlhopho di gololesegile e bile di siame.
- 25.4 Fa Motlhankedi wa Ditlhopho wa Sekolo, ka ntsha ya lebaka lengwe le lengwe, a sa kgone go rarabolola kgotlhang, o tshwanetse go letla ditlhopho go wediwa mme morago ga moo a romele kgotlhang go Motlhankedi wa Ditlhopho wa Kgaolo mo malatsing a le 7 a ditlhopho.
- 25.5 Fa mongongoregi a sa kgotsofalela tshwetso ya Motlhankedi wa Ditlhopho wa Sekolo a ka fetisetša kgotlhang kwa motlhankeding wa ditlhopho wa kgaolo mo malatsing a le 7 morago ga go amogela kitsiso e e kwadilweng ya tshwetso ya bofelo ya Motlhankedi wa Ditlhopho wa Sekolo.
- 25.6 Fa mongongoregi a sa kgotsofalela tshwetso ya motlhankedi wa ditlhopho wa kgaolo, a ka tsenya ngongorego ya go se kgotsofalele tshwetso ya motlhankedi wa go ikuela kwa go Mokhuduthamaga (MEC) mo malatsing a le 7 morago ga go amogela kitsiso e e kwadilweng ya tshwetso ya bofelo ya tshwetso ya Motlhankedi wa Ditlhopho wa Kgaolo. Ditshwetso tse di umakilweng mo go 25.4, 25.5 le 25.6 di tshwanetse go dirwa mo malatsing a le 30 morago ga go amogela kopo.
- 25.8 Kganetsano nngwe le nngwe e e tshagisiwang morago ga ditsamaiso tse di umakilweng mo melaong ya 25.7 e tla tsewa jaaka ngongorego mme molawana wa 11.1 (m) o tla simolola go dira.

26. Tsamaiso morago ga ditlhopho

- 26.1 Morago ga go tlhophiwa ga lekgotlatsamaiso, Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go tsenya ditokomane tsotlhe (kitsiso ya kopano, lenaane la batlhophi, dipampiri tsotlhe tsa ditlhopho, rejisetara ya go nna teng ka letsatsi la ditlhopho, kitsiso ya ditlhopho, go akarediwa le dipampiri tsa ditlhopho, tse di dirisitsweng mo ditlhophong tse di jalo mo enfelopong mme a kanele enfelopo eo mme a e neele mogokgo mo malatsing a le 5 a kopano ya ditlhopho.
- 26.2 Morulaganyi o tshwanetse go tshola enfelopo e le mo lefelong le le babalesegileng sebaka sa dingwaga di le tharo.
- 26.3 Motlhankedi wa ditlhopho wa sekolo o tshwanetse go itsise mogokgo ka go kwala ka maina le dinomoro tsa go ikgolaganya tsa batho ba ba tlhophilweng jaaka maloko, mme mo kitsisong e e ntseng jalo o tshwanetse go laela mogokgo go itsise batsadi botlhe ba sekolo ka dipoelo tsa ditlhopho mo malatsing a le 5 morago ga ditlhopho.

- 26.4 Motlhankedi wa Ditlhopho wa Sekolo o tshwanetse go isa pegelo ya ditlhopho tsa sekolo jaaka go tlametswe “ L ” kwa go Mokgatlho wa Ditlhopho wa Kgaolo Motlhankedi wa sepodisi mo malatsing a le 5 morago ga ditlhopho di sena go tshwarwa.

27. Go Tlhophiwa ga Batho ba ba Tshwereng Maemo

- 27.1 Pele ga go tlhophiwa ga bathankedi, mogokgo o tshwanetse go dira gore maloko a setlhophha se se laolang a lemoge maikarabelo a bona le tlhokego ya go netefatsa gore bathankedi ba emela bong le bomorafe jwa sekolo ka moo go ka kgonegang ka teng. Maikarabelo a mogokgo ke go thusa lekgotlatsamaiso mo go diragatseng ditiro le maikarabelo a lona jaaka go tlhagisitswe mo go Karolo 16 A ya Molao.
- 27.2 Mogokgo o tshwanetse go bitsa kopano ya ntlha ya setlhophha se se laolang mo malatsing a le supa morago ga go phasaladiwa ga dipholo tsa ditlhopho.
- 27.3 Mo kopanong ya ntlha ya lekgotlatsamaiso, lekgotlatsamaiso leo le tla tlhophha, mo gare ga ditokololo tsa lone, bathankedi ba ba tshwanetseng go akaretsa bonnye modulasetulo, motshwaramatlotlo le mokwaledi, fa fela modulasetulo e le leloko la lekgotlatsamaiso la motsadi yo o sa thapiwang mo sekolong se se amegang. Ditlhopho di tshwanetse go dirwa ka go tlhophha mo sephiring.
- 27.4 Fa ka ntlha ya lebaka lengwe le lengwe ofisi ya motshodi wa ofisi e nna lefela, lekgotlatsamaiso, go ya ka ditlamelo tse di fa godimo, mo kopanong ya ntlha morago ga go nna le lefela leo, le tla tlhophha mongwe wa ditokololo tsa lona go tlatsa lefela leo mo pakeng e e saletseng ya ofisi ya yo o tlleng pele ga gagwe.
- 27.5 Mogokgo o tla etelela pele mo kopanong fa diofisi tsa modulasetulo le motlatsamodulasetulo di seyo.
- 27.6 Go gakololwa gore go se nne le maloko a a fetang a le mabedi a barutisi a a dirang jaaka bathankedi ba ofisi ya setlhophha se se laolang;
- 27.7 Maloko a setlhophha se se laolang a gakololwa gore ba se ke ba nna le maemo a a fetang bongwe ka nako e le nngwe mo setlhopheng se se laolang;
- 27.8 Mogokgo o tshwanetse gore, morago ga kopano e mo go yone go tlhophilweng mongwe le mongwe yo o tla tsholang ofisi go ya ka melao eno, a itsise ka bonako ka lekwalo mokaedi wa kgaolo yo o amegang ka letlha le maina a batho ba ba tlhophilweng. Mametlelelo “H” e tshwanetse go tladiwa le go romelwa kwa go mokaedi wa kgaolo mo malatsing a le 5 morago ga kopano.
- 27.9 (1) Setlhophha se se laolang se ka -
- a) tlhoma dikomiti, go akarediwa le komiti ya khuduthamaga; le
 - b) go thapa batho ba e seng ditokololo tsa setlhophha se se laolang mo dikomiting tse di jalo ka ntlha ya bokgoni, mme leloko la setlhophha se se laolang le tshwanetse go nna modulasetulo wa komiti nngwe le nngwe.

- (2) Setlhophapha se se laolang sa sekolo sa botlho se se tlhalegileng se se tlamelang ka thuto go baithuti ba ba nang le ditlhohego tse di kgethegileng tsa thuto se tshwanetse go tlhoma komiti ya ditlhohego tse di kgethegileng tsa thuto.

28. Go Kwadisiwa ga Maloko a Setlhophapha se se Laolang le Tsamaiso ya go Neela

- 28.1 Mo kopanong ya ntlha, mogokgo wa sekolo o tshwanetse go netefatsa gore dintlha tsa leloko lengwe le lengwe la setlhophapha se sesha sa botsamaisi di tlhagelela mo foromong ya tshedimosetso e e umakilweng mo molawaneng wa
- 28.2 Morulaganyi o tshwanetse gore, mo malatsing a le 5 morago ga go tlhophiwa ga batlhankedi, a romele foromo ya tshedimosetso ya Mametlelelo "H" kwa go Mokaedi wa Kgaolo.
- 28.3 Mogokgo o tshwanetse go itsise Mokaedi wa Kgaolo ka ga diphetogo dingwe le dingwe mo bothating jwa setlhophapha se se laolang mo sebakeng sa malatsi a le 14 malatsi a diphetogo tseo.
- 28.4 Mogokgo o tshwanetse go rulaganya le go tsamaisa tsamaiso ya go neela - go ya ka Mametlelelo "I" .
- 28.5 Mogokgo o tshwanetse go tsamaisa tsamaiso ka go neelana ka semmuso ka difaele tsotlhe tsa setlhophapha sa botsamaisi go ba ba sa tswang go tlhophiwa lekgotlatsamaiso;
- 28.6 Go tshwara kopano ya go itsise maloko a a tlhophilweng; le
- 28.7 Araba dipotso dipe fela tse setlhophapha se se laolang se se sa tswang go tlhophiwa se ka tswang se na le tsone.

29. Tsamaiso ya ngwaga le ngwaga ya go tlhophiwa ga batlhankedi ba SGB

29.1 SGB e e dirang sentle

- 29.1.1 Paka ya tiro ya Motlhankedi wa Mokgatlo wa Taolo ga e a tshwanela go feta ngwaga o le mongwe.
- 29.1.2 Letlha le nako ya ditlhopho tsa ngwaga le ngwaga tsa Batshwaramodiro e tla tshwana le ya ditlhopho tsa ntlha tsa ngwaga le ngwaga tsa SGB tsa Batshwaramodiro. Go fapoga gope fela mo ntlheng eno go tshwanetse ga begwa ke mogokgo go Motlhankedi wa Ditlhopho wa Kgaolo gore a tseye tshwetso mo ntlheng eno mo e ka nnang malatsi a le 30 pele ga letlha la ditlhopho tsa ngwaga le ngwaga tsa Batshodi ba Kantoro.
- 29.1.3 Modulasetilo wa SGB o tshwanetse go buisana le Mokwaledi le Mogokgo wa SGB go ntsha Kitsiso ya kopano e e tla akaretsang go tlhophiwa ga Batshwaramadiposo.
- 29.1.4 Maemo a motsadi a a sa tladiwang a tshwanetse go tladiwa ka go tlhophiwa batsadi ba ba nang le tshwanelo ya go tlhophiwa ka go tlhaloganya gore ditlhopho di tla dirwa mo malatsing a le 90.
- 29.1.5 Go tlhophiwa ga Batlhankedi go tla dirwa ka go latihela dipampiri tsa ditlhopho.
- 29.1.6 Mogokgo o tla etelela pele go tlhophiwa ga maemo a Modulasetulo le Motlatsa Modulasetulo. Morago ga moo Modulasetilo o tla tsamaisa ditlhopho tsa ba ba tshwereng maemo a mangwe.
- 29.1.7 Babusi ba ka tlhophiwa gape go dira paka e nngwe ya ofisi.
- 29.1.8 Mametlelelo "H1" kgotsa Mametlelelo "H2" (dikolo tse di kgethegileng) e tshwanetse go tladiwa ka bonako morago ga go tlhophiwa ga Batshodi ba Kantoro mme e romelwe kwa Motlhankeding wa Ditlhopho wa Kgaolo mo letsatsing le le latelang.

29.2 SGB e e sa direng sentle

29.2.1 Mogokgo o tshwanetse go thusa setlhophha sa botsamaisi mo go diragatseng ditiro le maikarabelo a sona.

29.2.2 Fa babusi ba sa dire ditiro tsa bona, Mogokgo o tshwanetse go begela Kantoro ya Kgaolo ka ga kgang eno gore e tlhokomelwe ke Molaodi wa Kgaolo ya Sekolo le Motlhankedi wa Ditlhopho wa Kgaolo ka bonako mo kgwedding ya ntlha fa e diragala.

29.2.3 Maiteko otlhe le dithulaganyo di tshwanetse go tsenngwa tirisong go busetsa ditiro tsa SGB ka bonako fa babusi ba ka simolola go dira ditiro le maikarabelo a bona go akaretse go dirisa kgetho ya Molao, SASA Karolo 22 le/kgotsa Karolo 25.

29.2.4 Fa maemo a Modulasetulo le Motlatsamodulasetulo a sa dira ka nako ya ditlhopho tsa ngwaga le ngwaga tsa SGB tsa Batshodi ba ofisi, mogokgo o tshwanetse go bitsa kopano e e jalo.

29.2.5 Letlha le nako ya ditlhopho tsa ngwaga le ngwaga tsa Batshodi ba Kantoro di tla tshwana le tsa ditlhopho tsa ntlha tsa SGB tsa Kantoro. Go fapoga gongwe le gongwe mo ntlheng e go tshwanetse ga begwa ke mogokgo go Motlhankedi wa Ditlhopho wa Kgaolo go tsaya tshweetso e e maleba le se, bonnye malatsi a le 30 pele ga letlha la ditlhopho tsa ngwaga le ngwaga tsa Batshwara ba diposo. Ditsamaiso tsa ditlhopho tse, di tla di tla latelwa jaaka mo Melawaneng ya 29.1.4 go ya go 29.1.8

30. Go Tlhomiswa ga Setlhophha se se Laolang sa Sekolo

Molaotheo wa Setlhophha sa Taolo ya Sekolo (SGB) sa sekolo sa setšhaba o tshwanetse go bontsha mme o sa lekanyetse mo go tse di latelang:

30.1 ponelopele le thomo ya sekolo;

30.2 ditiro tsa batlhankedi;

30.3 go tlhomiswa ga dikomiti tse di nang le ditiro tse di phepafetseng;

30.4 ditsamaiso tsa dikopano le dipalo tsa tsone;

30.5 tsamaiso ya go laola diphetogo mo molaotheong.

31. Go nna le phatlhatiro nako le nako fa leloko:

(a) le rola tiro ka go kwala;

(b) A tlhokafala;

(c) a se tlhole a letlelelwa jaaka go ikaeletswe mo molawaneng 10;

(d) Ga a nne teng mo dikopanong tse pedi kgotsa go feta tse di latelanang tsa lekgotlatsamaiso kwa ntle ga tetla ya lekgotlatsamaiso go dira jalo le go tsaya tsia tsamaiso e e tshwanetseng;

(e) O tloswa mo tirong go ya ka ditlamelo tse di mo molawaneng wa maitsholo o o akanngwang mo karolong ya bo 18A ya Molao;

(f) Ga a sa tlhole a wela mo setlhopheng sa maloko a a neng a a emetse ka nako ya ditlhopho;

(g) Fa ka nako nngwe, ka patlisiso e e dirilweng ke motlhankedi wa ditlhopho, go ka fitlhelwa gore go nnile le tlolomolao ka nako ya ditlhopho tsa leloko le le ntseng jalo.

32. Ditlhopho-potlana ka ntlha ya diphatlhatiro mo setlhopheng se se laolang

32.1 Fa go na le phatlhatiro e e kailweng mo molawaneng wa bo 32, mogokgo wa sekolo o tshwanetse ka go kwala le mo nakong e e sa bewang ke mogokgo wa sekolo. Mo malatsing a le 14, itsise Mokaedi wa Kgaolo ka ga go nna teng ga phatlhatiro eo.

32.2 Motlhankedi wa ditlhopho tsa sekolo o tshwanetse go tihomiwa mo ditlhophong dingwe le dingwe tsa nakwana.

32.3 Go tshwanetse ga tshwarwa ditlhopho tsa nakwana nako le nako fa:

- (a) palo ya ditokololo tsa motsadi tsa lekgotlatsamaiso e wela go palo e e lekanang kgotsa e e kwa tlase ga palogotlhe ya ditokololo tse dingwe tsa lekgotlatsamaiso;
- (b) palo ya ditokololo tse di tlhophilweng, kgotsa tse di begilweng di tlhophilwe, ka nako ya go tihomiwa ga lekgotlatsamaiso, e wela go palo e e lekanang kgotsa e e kwa tlase ga khoramo e e umakilweng mo go tlhomiweng ga lekgotlatsamaiso le le tlhomilweng ka botlalo; kgotsa
- (c) tokololo ya setlhopho sa maloko a setlhopho sa botsamaisi se se kailweng mo karolong ya bo 23 kgotsa 24 ya Molao ga e sa tshole e emetswe mo setlhopheng sa botsamaisi.

32.4 Nako le nako fa go nna le phatlhatiro go ya ka molawana wa 31, go tshwanetse ga tshwarwa ditlhopho tse di potlana mo malatsing a le 90 morago ga phatlhatiro eo.

32.5 Tsamaiso e e tlhalosiwang mo melawaneng 12 le 20 e tla dira mo ditlhophong tse di potlana.

32.6 Leloko le le tlhophilweng go ya ka molawana ono le tswelela go nna mo kantorong mo pakeng e e setseng ya kantoro ya yo o tlleng pele ga gagwe.

32.7 Fa go ka nna le phatlhatiro e e kailweng mo molawaneng wa 32.4 malebana le leloko la motsadi le le tlhophilweng, lekgotlatsamaiso la sekolo le tshwanetse go tlhopho motsadi go dira jaaka leloko le le nang le ditshwanelo tsa go tlhopho ka nakwana mo sebakeng se se sa feteng malatsi a le 90.

32.8 Fa go ka nna le phatlhatiro mo ditlhopheng tsa botokololo tse di umakilweng mo molawaneng wa 4.2 (b), (c) le (d),

maloko a a nang le ditshwanelo a setlhopho se se amegang, mo malatsing a le 90, a tshwanetse go dira ditlhopho go tlatsa phatlhatiro eo.

32.9 Go tlhophiwa ga motsadi yo o tlhophilweng go ya ka molawana wa 32.7 go tshwanetse ga diragala mo malatsing a le 21.

32.10 Leloko la lekgotlatsamaiso le le nang le ngwana yo o mo mophatong wa bofelo (7 kgotsa 12) le tshwanetse go itsise

modulasetulo wa lekgotlatsamaiso le mogokgo ka go kwala dikgwedi di le tharo pele ga bokhutlo jwa ngwaga wa sekolo.

32.11 Fa Tlhogo ya Lephata e swetsa ka mabaka a a utlwalang gore lekgotlatsamaiso le tlogetse go dira tiro ya lona ya go nna motsamaisi o tshwanetse go latela tsamaiso e e tlhalositsweng mo karolong ya bo 22 le ya bo 25 ya Molao.

33. Go dira ga setlhopha se sesha se se laolang

Setlhopha se se sa tswang go tlhophiwa sa botsamaisi se tshwanetse go simolola go dira ka bonako fela fa thulaganyo ya ditlhopho e weditse ka katlego.

34. Go tloswa kgotsa go emisiwa mo tirong ga Maloko a Setlhopha se se Laolang

Leloko la lekgotlatsamaiso la sekolo sa setšhaba le ka tloswa mo tirong go ya ka karolo 18A ya Molao wa Dikolo wa Aforika Borwa. Khoutu ya maitsholo ya ditokololo tsa mekgatlho e e laolang dikolo kwa Kapa Bokone ke Kitsiso 147 ya 30 Sedimonthole 2019, lokwalodikgang nomoro ya 2316.

35. Melawana ya maitsholo ya ditlhopho

Ga go Motlankedi ope kgotsa motho ope yo mongwe yo o tshwanetseng go dirisa puo kgotsa go dira ka tsela e e ka tsosang:

- (a) Go tsietsa mo dithulaganyong tsa go thapa le go tlhophi;
- (b) go kgoreletsa/thubakanyo ka nako ya ditlhopho; kgotsa
- (c) go tshosetsa bontlhopheng, kgotsa batlhophi;
- (d) go tlhotlheletsa batsadi ba ba leng mo lenaaneng la batlhophi go tsenela kgotsa go se tsenele kopano ya ditlhopho; kgotsa
- (e) go tlhopa kgotsa go se boutse, kgotsa go tlhopa kgotsa go se boutse ka tsela nngwe e e rileng; kgotsa
- (f) go gana go tlhophiwa jaaka motho yo o tlhophilweng, kgotsa go ikogela morago mo ditlhophong; kgotsa
- (g) go dirisa maemo a maatla, tshiamelo kgotsa tlhotlheletso, go akarediwa taolo ya batsadi, kgotsa ya tiro go tlhotlheletsa tsamaiso kgotsa dipholo tsa ditlhopho.

36. Ditlamelo tsa kakaretso

36.1 Tlhotlheletso e e sa tshwanelang:

- (1) Ka taolo ya melawana e, ga go motho ope yo a ka thibelang ope go diragatsa tshwanelo e e neetsweng ke melawana e.
- (2) Ga go motho ope, a itse gore motho yo mongwe ga a na tshwanelo ya go kwadisiwa jaaka motsadi/motlhokomedi, yo a ka -

- (a) go tlhatswa motho yo o ntseng jalo pelo gore o na le tshwanelo ya go kwadisiwa jaaka motsadi/motlhokomedi; kgotsa
 - (b) go bontsha mongwe le mongwe gore motho yo mongwe yoo o na le tshwanelo ya go kwadisiwa jaaka motsadi/motlhokomedi.
- (3) Ga go motho ope, a itse gore motho yo mongwe ga a na tshwanelo ya go tlhopha, yo a ka -
- (a) go thusa, go pateletsa kgotsa go tlhotlheletsa motho yo mongwe go tlhopha; kgotsa
 - (b) go bolelela motho yo mongwe gore motho yo mongwe yoo o na le tshwanelo ya go tlhopha.

37. Go Sekaseka Melawana

Melawana e e ka sekasekwa sesha nako nngwe le nngwe.

38. Go phimolwa ga Melawana

Molao wa Setlhopho se se Laolang wa Dikolo tsa Puso o o mo Kitsisong 1 ya 2021 e e phasaladitsweng mo Kuranteng ya Porofense ya nomoro ya 2395 ya 15 Tlhakole 2021 o a phimolwa.

39. Setlhogo se Sekhutshwane

Melawana e, e tla bidiwa Melawana ya go tlhomiwa le go tlhophiwa ga Mekgatlho e e Laolang mo Dikolong tsa Puso kwa Kapa Bokone, mme e tla simolola go dira fa e phasaladiwa mo Kaseteng ya Porofense.

DITEMPLEITI

| Mametlelelo | Tihaloso ya thempleiti |
|--------------------|--|
| A | Go bopiwa ga makgotla a a laolang go ya ka mofuta wa sekolo le go bewa ga sekolo ka ditlhopho |
| B | Lenaneo la Ditlhopho tsa SGB |
| C1 | Go tlhophiwa ga maloko a setlhopho se se laolang Kitsiso ya ditlhopho tsa SGB |
| C2 | Kitsiso ya malatsi a le 7 go batsadi/batsamaisi go netefatsa dintlha tsa botho mo rejisetareng ya go amogelwa ga baithuti ya sekolo sa SASAMS/leina la batlhophi |
| D | Foromo ya go tlhopho |
| E | Pampiri ya go Tsenela Ditlhopho |
| F | Go Bala Dikarata Tsa go Tlhopho le go Tihalosa Palo ya Batlhophi |
| G | Foromo ya Kitsiso ya go tlhophela |
| H1 | Foromo ya tshedimosetso ya sebopego sa SGB ya dikolo tsa puso tse di tiwaelegileng (Lefelo la Tshedimosetso ya Thulaganyo ya Dikolo tsa Puso) |
| H2 | Foromo ya tshedimosetso ya Thulaganyo ya Sekolo sa Puso ya Baithuti ba ba nang le ditlhokego tse di Kgethegileng Tsa Thuto |
| I | Setifikeiti sa go Neela |
| J | Kitsiso ya go netefatsa le go tihabolola dintlha tsa motsadi mo lenaaneng la batlhophi |
| K | Ditlhopho tsa setlhopho se se laolang sekolo – lenaane la batlhophi ba eleng batsadi |
| L | Thempleiti ya Pegelo ya Batlhankedi ba Ditlhopho tsa Sekolo |
| M | Boemo jwa go ipaakanyetsa ditlhopho tsa SGB |

MAMETLELELO "A" (I)

| 1 Mofuta wa sekolo | 2 Palo ya baithuti ba ba kwadisitsweng | 3 Palo ya maloko a motsadi | 4 Palo ya maloko a barutabana | 5 Palo ya maloko a baithuti | 6 Palo ya maloko a barutisi | 7 Mogokgo | 8 Palogotlhe ya maloko |
|---|---|-------------------------------|----------------------------------|--------------------------------|--------------------------------|--------------|---------------------------|
| 1. E e tlwaelegileng Dikolo | <80 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 80-159 | 4 | 1 | 0 | 1 | 1 | 7 |
| | 160-719 | 5 | 2 | 0 | 1 | 1 | 9 |
| | 720+ | 6 | 3 | 0 | 1 | 1 | 11 |
| | | | | | | | |
| 2. Tsamaiso ya bobedi Dikolo Tse di Tlwaelegileng | <630 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 630+ | 9 | 3 | 3 | 1 | 1 | 17 |
| | | | | | | | |
| 3. E kopantswe Dikolo | <500 | 7 | 2 | 2 | 1 | 1 | 13 |
| | 500+ | 9 | 3 | 3 | 1 | 1 | 17 |

BOPHELO JWA DITHOPHA TSA GO LAOLELA SA SEKOLO SE SE TLWAELEGILENG SA BOTLHE

1. Palo ya maloko a lekgotla la puso la sekolo sa setšhaba e beilwe go ya ka setlhopho sengwe le sengwe sa maloko mo tafoleng e e fa tlase.
2. Palo ya maloko mo setlhopheng sengwe le sengwe e tla farologana go ya ka molawana wa 4 (2), go ya ka mofuta wa sekolo le go bewa ga sone jaaka go tshalositswe mo kholomong ya 1 le 2 fa tlase.
3. Mo sekolong se se nang badiri ba e seng barutabana, palo ya batsadi e e tlhagelelang mo kholomong 4 fa tlase e tshwanetse go fokodiwa ka a le mongwe mme palo yotlhe ya maloko a a tlhagelelang e tshwanetse go fokodiwa ka a le mabedi.
4. Setlhopho se se laolang sa sekolo se se tlwaelegileng sa setšhaba se se kopantsweng kgotsa sekolo se se akaretsang sa setšhaba se tla nna le popego e e tshwanang le ya sekolo se se tlwaelegileng sa setšhaba sa bogareng.

MAMETLELELO “A” (II) Bokao jwa Mekgatlho e e Laolang ya Dikolo tsa Puso tsa Baithuti ba ba Tlhokang Thuto e e Kgethegileng - Palo ya maloko a a tlhophilweng e tshwanetse go akarediwa mo malatsing a le 14 morago ga go tlhophiwa ga sekolo.

1. Palo ya ditokololo tsa lekgotlatsamaiso la sekolo sa setšhaba sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto e tlhagelela mo setlhopheng sengwe le sengwe sa botokololo mo tafoleng e e fa tlase.
2. Palo ya maloko mo setlhopheng sengwe le sengwe e tla farologana go ya ka molawana wa 5 (1), go ya ka mofuta wa sekolo le go bewa ga sone jaaka go tlahositswe mo kholomong ya 1 le 2 fa tlase. Dikolo tse di nang le maloko a a fetang 30 a e seng barutabana di ka tlhophiwa baemedi ba le babedi.
3. Mo sekolong se se nang le maloko a a ithutang, palo ya batsadi e e tlhagelelang mo kholomong 5 fa tlase e tshwanetse go fokodiwa ka boraro.
4. Leloko lengwe le lengwe la lekgotlatsamaiso le le tlhophilweng kgotsa le le tlhophilweng go tswa mo ditlhopheng tsa batho ba ba umakilweng mo Molaong, Karolo 24 (1) (a), (e), (f), (g), (h) le (i) le ka dira jaaka modulasetulo.
5. Sekolo se se kopantsweng se se nang le palo ya baithuti ba le 150 le go feta mme go sena baithuti ba ba ka kgonang go direla mo SGB se tla fokotsega ka 2.

| 1 Mofuta wa sekolo | 2 Palo ya Baithuti ba ba Kwadisitswen g kwa sekolong | 3 Mogokgo | 4 Palo ya maloko ya Barutabana | 5 Palo ya maloko a batsadi | 6 Palo ya maloko a eseng Barutabana | 7 Palo ya maloko a Baithuti | 8 Palo ya maloko a a tlhopilweng |
|---|---|--------------|-----------------------------------|-------------------------------|--|--------------------------------|-------------------------------------|
| Sekolo sa motheo | 1 go fitlha go 149 | 1 | 1 | 5 | 1 | | 8 |
| Sekolo se se kopantsweng | 150 le go feta | 1 | 2 | 5 | 1 | | 9 |
| Sekolo se se kopantsweng | 150 le go feta | 1 | 2 | 8 | 1 | 2 | 14 |
| Ditlhophiwa tse di latelang tsa batho di tshwanetse go emelwa mo setlhopheng se se laolang sa setheo sa sekolo sa puso sa baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto | | | | | | | |
| Ditlhophiwa | | | | | | | |
| (e) baemedi ba mekgatlho e e tlamelang, fa go tlhokega; | | | | | | | |
| (f) baemedi ba mekgatlho ya batsadi ba baithuti ba ba nang le ditlhokego tse di kgethegileng tsa thuto, fa e le gore: go a tshwanela; | | | | | | | |
| (g) baemedi ba mekgatlho ya batho ba ba nang le bogole, fa go le maleba; | | | | | | | |
| (h) batho ba ba nang le bogole, fa go le maleba; le | | | | | | | |

(i) bomankge mo dikarolong tse di maleba tsa thuto ya ditlhokego tse di kgethegileng.

Palogotlhe go akarediwa le maloko a a tlhophilweng:



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MAMETLELELO: B

Ditlha tse di beilweng tsa ditlhopho tsa SGB jaaka di rerilwe le go dumalanwa le SEO

| | | | |
|-----------------|--|-------------------|--|
| LEINA LA SEKOLO | | | |
| LEINA LA KGAOLO | | POTOLOGO (KGAOLO) | |

LETLHA LA NTLHA LA DITLHOPHO

| KAROLO | LETLHA | NAKO | MOKGWA WA DITLHOPHO | LEFELO |
|------------------------------|--------|------|------------------------|--------|
| BARUTABANA | | | | |
| BA ESENG BARUTABANA | | | | |
| BAITHUTU (FA GO TLHOKEGA) | | | | |
| BATSADI | | | | |

LETLHA LA BOBEDI LA DITLHOPHO TSA BATSADI

| SETLHOPA | LETLHA | NAKO | MOKGWA WA DITLHOPHO | LEFELO |
|----------------|--------|------|------------------------|--------|
| <u>BATSADI</u> | | | | |

| | |
|---|--|
| LEINA LA MOTLHANKEDI WA DITLHOPHO WA SEKOLO | |
| TSHAENO | |
| LEINA LA MOGOKGO | |
| TSHAENO | |
| LETLHA | |

SETEMPE SA SEKOLO



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Mametelelelo C1

DITLHOPHO TSA MALOKO A PUSO YA SEKOLO KITSISO YA DITLHOPHO TSA SGB

LEINA LA SEKOLO: _____

Karolo: (Tweetswee tshwaya ka X mo lebokosong le le maleba)

MORUTABANA: ☐ YO ESENG MORUTABANA: ☐ MOTSADI: ☐

Kitsiso e neelwa go itise ka ga kopano ya go tlhophiwa ga batho ba ba tlileng go nna maloko a lekgotla la puso ya sekolo se se umakilweng fa godimo, e tla tshwarwa ka mokgwa o o latelang wa ditlhopho (Tweetswee tshwaya ka X mo lebokosong le le maleba)

GO TLHOPIWA LE MOKGWA WA DITLHOPO: ☐ MOKGWA WA GO TLHOPA WA LETSATSI LOTLHE: ☐ MOKGWA
WA GO TLHOPA SE ELEKETERONIKI ☐

Tse ke

| | |
|-----------------------------|--------------------------|
| Ditlhopho tsa ntlha tsa SGB | <input type="checkbox"/> |
|-----------------------------|--------------------------|

| | |
|--|--------------------------|
| Ditlhopho tsa bobedi tsa SGB mme khoramo ga e tlhokege | <input type="checkbox"/> |
|--|--------------------------|

mme Kopano e/ditlhopho di tla tshwarwa ka _____ ka _____ kwa _____
(letlha) (nako) (felo)

Batlhophi (ba ba tshwanetseng go nna batsadi ba baithuti kwa sekolong mme ba sa thapiwe kwa sekolong/barutabana kwa sekolong/ba e seng barutabana kwa sekolong/baithuti kwa sekolong) ba ka tlhophiwa ka nako ya kopano ya go thapa le go tlhophiwa ka go isa kwa motlhankeding wa ditlhopho foromo ya go thapa e e tladitsweng sentle ke batlhophi le yo o ba tlhophileng le yo o ba tshhegetsang. Bobedi jwa mokopi le Mothusi, ba tshwanetse b abo ba na le tshwanelo ya tlhopho kwa sekolong.

Mo thulaganyong ya go thapa le go tlhophiwa ka nako ya kopano, go tla amogelwa fela batho ba ba thapilweng ka nako ya kopano. Mokopi, mothusi le motho yo o tlhophilweng ba TSHWANETSE go nna teng mo kopanong ya go tlhophiwa.

Kopano ya ditlhopho le/kgotsa go tlhophiwa ga batho e tla tshwarwa ka letlha le le umakilweng fa godimo. **Go tla tlhokega bosupi jwa gore o motho wa mofuta mang go nna le seabe mo dithulaganyong tsa go supa motho le go mo tlhophiwa (tokomane ya boitshupo e e nang le barcode e tala kgotsa karata e e botlhale, phaseporoto kgotsa laesense e e siameng ya go kgweetsa; tumelelo e e siameng ya bonno/ya tiro).**

ELA TLHOKO:Ke maikarabelo a batsadi/ batlhokomedi ba bana go netefatsa gore maina a bona a mo bukeng ya sekolo ya go amogela baithuti, e e ka bonwang kwa sekolong.

Gore thulaganyo ya go tlhophiwa le go tlhophiwa e tswelale, go tlhokega gore go nne le kgotlaeomolao ya diperesente di le 15. Dikolo tse di tlhophileng mokgwa wa letsatsi lotlhe kgotsa wa ileketeroniki, go tshwanetse ga tlhomamisiwa gore go na le kgotlaeomolao ya 15% pele ga go balwa ga ditlhopho. Fa go sena quorum, mokgwa o o latelang wa ditlhopho (go tlhophiwa le go tlhophiwa, go tlhophiwa letsatsi lotlhe kgotsa go tlhophiwa ka ileketeroniki) o tshwanetse go tshwarwa mo malatsing a le supa.

LEINA LE SEFANE SA MOTLHANKEDI WA DITLHOPHOTSHAENO

LETLHA



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MAMETLELELO C2

**TLHOPO YA MALOKO A SETLHOPHA SE SE LAOLANG
KITSISO YA MALATSI A LE SUPA (7) E E LALETSANG BATSADI/ BATSAMAISI GO NETEFATSA DINTLHA TSA
BONE MO SASAMS YA SEKOLO
LENAANE LA GO AMOGELWA GA BATHUTI/ LA BATLHOPI BA BA AMOGELANG BATHUTI**

Leina la Sekolo: _____

kitsiso ya malatsi a le supa e tla fiwa batsadi botlhe ba ba tshwanelegang, go tla go netefatsa dintlha tsa bone mo lenaaneng la batlhophi la SASAMS kwa sekolong. Tsamaiso ya go netefatsa le go tihabolola e tla simolola ka letsatsi la bo 8 morago ga go itsise ka malatsi a le supa mme e tshwanetse go wediwa malatsi a le 7 pele ga letlha la ditlhopho le le beilweng.

Kitsiso e dira go tloga ka _____ go fitlha ka _____ ya _____ le;

Letlha Letlha kgwedi le ngwaga

Tsamaiso ya netefatso e tla simolola go tloga ka _____ go fitlha _____ ya _____.

Letlha Letlha kgwedi le ngwaga

Batsayakarolo (ba ba tshwanetseng go nna batsadi ba barutwana kwa sekolong mme ba sa bereke kwa sekolong/barutabana kwa sekolong/ba e seng barutabana kwa sekolong) ba tshwanetse go tla go netefatsa le go tihabolola dintlha tsa bona go tloga ka letsatsi la 8 morago ga kitsiso.

Go tla tlhokega bosupi jwa gore o motho wa mofuta mang gore o kgone go nna le seabe mo dithulaganyong tsa go tlhatlhoba (tokomane ya boitshupo e e nang le barcode e tala kgotsa karata e e botlhale, phaseporoto kgotsa laesense e e siameng ya go kgweetsa; tumelelo e e siameng ya go nna/ya go dira). Ditlhopho di tla tshwarwa malatsi a le supa morago ga go konelwa ga thulaganyo ya go tlhatlhoba kwa sekolong.

ELA TLHOKO: Ke maikarabelo a batsadi/ batlhomedu ba bana go netefatsa gore maina a bona a mo bukeng ya sekolo ya SASAMS ya go amogela bathuti, e e ka bonwang kwa sekolong.

.....
Tshaeno ya Motlhankedi wa Ditlhopho

.....
LETLHA



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MAMETLELELO D

GO TLHOPHIWA GA MALOKO A SETLHOPHA SE SE LAOLANG FOROMO YA GO TLHOPHA

DIKAROLO (Tsweetswee tshwaya ka X mo lebokosong le le maleba)

MORUTABANA: ☐ YO E SENG MORUTABANA: ☐ MOTSADI: ☐

LEINA LA SEKOLO: _____

MOKOPI: Nna, _____

(leina ka botlalo le sefane)

Wa kwa _____

(Aterese ya bonno)

Ke le motsadi kgotsa motlhokomed, ☐ wa moithuti, morutabana ☐ yo eseng ☐ morutabana, wa sekolo se se umakilweng fa godimo, ke amogela go tlhophiwa mme ke bolela gore ga ke/ga ke a:

(leina la mokopika botlalo)

jaaka leloko la setlhophiwa se se laolang sa sekolo se se umakilweng fa godimo.

TSHAENO YA MOKOPI

LETLHA

MOTHUSI: Nna, _____

(leina ka botlalo le sefane)

Wa kwa _____

(aterese ya bonno)

Ke le (bontsha Karabo e siameng) ☐ motsadi kgotsa motlhokomed, wa moithuti, ☐ morutabana ☐ yo eseng morutabana, wa sekolo se se umakilweng fa godimo, ke akantsha gore:

(leina la mokopi ka botlalo)

jaaka leloko la setlhophha se se laolang sa sekolo se se umakilweng fa godimo.

TSHAENO YA MOTLALETSI

LETLHA

MOTHO YO O TLHOPILWENG:

Nna _____

(leina ka botlalo le sefane)

of _____

(aterese ya bonno)

Ke le motsadi kgotsa motlhokomed, ☐ wa moithuti, morutabana ☐ yo eseng morutabana ☐ wa sekolo se se umakilweng fa godimo, ke amogela go tlhophiwa mme ke bolela gore ga ke/ga ke a:

- na le bolwetse jwa tlhologanyo mme kgotlatshekelo e e nang le taolo ga e a ka ya mo kaya jalo;
- motho yo o sa kgoneng go duela yo o sa siamisiwang;
- A bonwe molato wa tlolomolao mme a atholelwa go ya kgolegelong ke kgotlatshekelo ya molao mo Aforika Borwa kgotsa kwa nageng ya boditšhaba, ntle le go fiwa kgetho ya faene ya lobaka lo lo fetang dikgwedi di le thataro kgotsa a ise a fetse lobaka lwa gagwe lwa go ya kgolegelong ka botlalo;
- bolelwa go sa tshwanele go dira le bana jaaka go tthalosiwa go ya ka Molao wa Bana, wa 2005 (Molao wa bo38 wa 2005) kgotsa Molao wa Bosenyi (Melato ya Thobalano le Merero e e Amanang le Yone) Tlhabololo ya Molao wa bo32 wa 2007.
- wele mo go nngwe ya ditlhophha tsa maloko a a bopang setlhophha se se laolang;
- sa tlhole ke wela mo setlhophheng sa maloko a a neng a a emela ka nako ya go tlhophiwa ga gagwe; le
- tlosiwa mo tirong go ya ka ditlamelo tse di mo molawaneng wa maitsholo o o tthalosiwang mo go Karolo 18A ya Molao.

TSHAENO

LETLHA

Kopo eno e a (bontsha karabo e e siameng) amogelwa/ e a ganiwa

MAINA KA BOTLALO A MOTLHANKEDI WA DITLHOPHO: _____

TSHAENO YA MOTLHANKEDI WA DITLHOPHO

LETLHA



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MAMETLELELO E

PAMPIRI YA DITLHOPHO (SEFANE GO YA KA TATELANO YA DIALEFABETE)

LEINA LA KGAOLO: _____

LEINA LA SEKOLO: _____

KAROLO (tswetswe tshwaya ka X mo lebokosong le le maleba)

MORUTABANA: ☐ YO ESENG MORUTABANA: ☐ MOTSADI: ☐

TLHOPA BATHO BA BA TLHOPILWENG KA GO BAYA SEFAPANO MO LEBOKOSONG LE LE FA THOKO GA BATHO BA BA TLHOPILWENG BA O BA TLHOPILENG, sekao ☒

| Nomoro | Maina a Batho ba ba tlhopilweng | Tsenya (X) ya gago mo kholomong |
|--------|---------------------------------|---------------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

TSHAENO YA MOTLHANKEDI WA DITLHOPHO

LETLHA

SETEMPE SA SEKOLO



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MAMETLELELO F

DIPAMPIRI TSA DITLHOPHO TSE DI BADILWENG LE GO BOLELA PALO YA DITLHOPHO

LEINA LA KGAOLO _____

LEINA LA SEKOLO: _____

KAROLO (Tsweetswee tshwaya ka (X) mo lebokosong le maleba)

MORUTABANA: ☐ YO ESENG MORUTABANA: ☐ MOTSADI: ☐

LETLHA LA DITLHOPO:

| Palo | Maina a batho ba ba tihopilweng (Go tloga go tse dintsi go ya go tse dinnye) | Palogotho ya Ditlhopho |
|------|--|------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |

PALOGOTLHE YA BA BA TSHWANELWANG GO TLHOPA:

PALOGOTLHE YA DITLHOPHO TSE DI SETSENG DI DIRILWE:

DIPAMPIRI TSE DI SENTSWENG:

MAINA KA BOTLALO A MOTLHANKEDI WA DITLHOPHO

SETEMPE SA SEKOLO

TSHAENO YA MOTLHANKEDI WA DITLHOPHO

LETLHA



Northern Cape Department of Education



MAMETLELELO G

FOROMO YA GO IKANA GA DITLHOPO

LEINA LA KGAOLO: _____

LEINA LA TIKOLOGO: _____

LEINA LA SEKOLO: _____

LEINA LA MOTLHANKEDI WA DITLHOPHO: _____

LETSHA LA DITLHOPO TSA:

Karolo ya Motsadi: _____

Karolo ya Morutabana: _____

Karolo ya Yo eseng morutabana: _____

Karolo ya Moithuti: _____

Tlaleletsa karolo e e maleba

KAROLO YA A: Ditlhopo tse di sa ganediwang

Jaaka Motlankedi Wa Ditlhopo tse di umakilweng fa godimo, ke bolela gore ditlhopo tsa dikarolo tsotlhe ga di a ganediwa.

TSHAENO: _____ Letlha: _____

KAROLO YA B: Ditlhopo tse di sa ganediwang

Jaaka Motlankedi Wa Ditlhopo tse di umakilweng fa godimo, ke bolela gore ditlhopo tsa dikarolo tse di latelang di ganeditsewe.

Mme ka go dira jalo ke neelana dintlha tsa kgotlhang/ dikgotlhang tse di umakilweng

Tshaeno: _____

Letlha: _____



MAMETLELELO "H 1"

(E tladiwe ke ba dikolo tsa puso tse di twaelegileng fela)

FOROMO YA TSHEDIMOSETSO YA SETHIHOPA SE SE LAOLANG SEKOLO

(ELA TLHOKO: (Ela tlhoko: Formo e e tshwanetswe go romelwa morago ga dithopho tsa sekolo le nako nngwe le nngwe fa go na le phatlha e tlatlwang ka dithopho tsa nakwana ke mogokgo wa sekolo go akaretse go tlabololwa ga mogwa wa tsamaiso ya SASAMS)

KGAOLO: _____

LEINA LA SEKOLO: _____ NOMORO YA EMIS _____ POTOLOGO _____

MOTSAMAISI WA POTOLOGO : _____

SETEMPE SA SEKOLO

| Sefane le dithaka tsa nthha tsa maina | ID / Nomoro ya tetla ya bonno Number | Bong | | | Lotso | | | | Bogole | | | Nomoro ya Mogala | Letlole la SGB | Komiti ya SGB | Maitemogelo a a fetileng a SGB ka dingwaga |
|---------------------------------------|--------------------------------------|------|---|--|-------|---|---|---|--------|------|--|------------------|----------------|---------------|--|
| | | F | M | | A | C | W | I | EE | NNYA | | | | | |

| | | | | | | | | | | | | | | | | |
|-------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | |
| Batsadi | | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | | | |
| 6. | | | | | | | | | | | | | | | | |
| 7. | | | | | | | | | | | | | | | | |
| 8. | | | | | | | | | | | | | | | | |
| 9. | | | | | | | | | | | | | | | | |
| Barutabana | | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | | |

[illegible][illegible]

| | | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | |
| Maloko a a Tlhophilweng a Setšhaba (supa tiro ya SGB e leloko le tlhophilweng go thusa ka yone - ka fa tlase ga leina) | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| Tiro ya SGB: | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| Tiro ya SGB: | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

| Sefane le dithaka tsa ntsha tsa maina | ID / Nomoro ya tetla ya bonno | Bong | | Lotso | | | | Bogole | Nomoro ya Mogala | Letlole la SGB | Komiti ya SGB | Maitemogelo a a fetileng a SGB ka dingwaga |
|--|----------------------------------|------|---|-------|---|---|---|--------|---------------------|-------------------|---------------|---|
| | | F | M | A | C | W | I | | | | | |
| | | | | | | | | | | | | |

| | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Batho ba ba tlhophilweng go nna Komiti ya SGB ((Ntsha bokgoni jwa gagwe jo bo rileng jo bo amanang le Komiti - fa tlase ga leina) | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| Boitseanape: | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| Boitseanape: | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | |
|--|--|--|--|--|----------|--|--------|--|----------|--|---------|--|------------|--|--|
| PALO YA BATHUTI BA BA KWADISITSENG MO SEKOLONG | | | | | MoAfrica | | Mosweu | | Wa mmala | | MoIndia | | Palog othe | | |
|--|--|--|--|--|----------|--|--------|--|----------|--|---------|--|------------|--|--|

PALO YA MALOKI A SGB (Go akaretsa le Mogokgo): _____

POTOLOGO: _____

MOTSAMAISI WA POTOLOGO: _____





MAMETLELELO "H 2"

(Go tladiwe ke sekolo sa Puso sa baihuti ba ba nang le ditlhokego tsa thuto e e kgethegileng FELA)

FOROMO YA TSHEDIMOSETSO YA SETHLHOPA SE SE LAOLANG SA SEKOLO

(ELA TLHOKO: Foromo e e tshwanetswe go romelwa morago ga ditlhopho tsa sekolo le nako nngwe le nngwe fa go na le phatla e e tlatlwang ka ditlhopho tsa nakwana ke mogokgo wa sekolo go akaretse go tlabololwa ga mokgwa wa tsamaiso ya SASAMS)

KGAOLO: _____

LEINA LA SEKOLO: _____ NOMORO YA EMIS _____ POTOLOGO _____

MOTSAMAI SI WA POTOLOGO : _____

SETEMPE SA SEKOLO

| Sefane & Ditl'haka tsa nthla tsa maina | ID / Nomoro ya tetla ya bonno Number | Bong | | | Lotso | | | | Bogole | | Nomoro ya Mogala | Letole la SGB | Komiti ya SGB | Maitemogelo a a fetileng a SGB ka dingwaga |
|--|--------------------------------------|------|---|--|-------|---|---|---|--------|-------|------------------|---------------|---------------|--|
| | | F | M | | A | C | W | I | EE | NNY A | | | | |

| | | | | | | | | | | | | | | |
|----------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mogokgo | | | | | | | | | | | | | | |
| Batsadi | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | |
| 6. | | | | | | | | | | | | | | |
| 7. | | | | | | | | | | | | | | |
| 8. | | | | | | | | | | | | | | |
| 9. | | | | | | | | | | | | | | |
| Barutabana | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | |
| Yo eseng barutabana | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | |

[illegible][illegible]

Ela tlhoko: Fa batho ba ba umakilweng mo KAROLO YA 24 (a), (e), (f), (g) le (i) ya Molao ba tlhophilwe, Tsweetswee mamaretsa dikhopi tsa palo ya baithuti ba ba ikwaditseng mo sekolong. Tsweetswee mamaretsa dikhopi tsa makwalo a semmuso go tswa kwa mokgathong wa bone/mokgatho o o ba tshgetsang a a ba tlhophang go nna baemedi mo Sethlopheng se se Laolang

| | | | | | | |
|---|--------------|--------|-------------|---------|---------------|--|
| PALO YA BAITHUTI BA BA KWADISITSWENG MO SEKOLONG | MoAfrik a | Mosweu | Wa mmala | MoIndia | Palog othe | |
|---|--------------|--------|-------------|---------|---------------|--|

PALO YA MALOKO A SGB (ga mmogo le Mogokgo): _____



Northern Cape Department of Education



MAMETLELELO I

Ditokomane tsa go neelana go tswa go Modulasetulo wa SGB yo o tlogelang tiro go ya go Modulasetulo wa SGB yo o tlhophilweng

(Ditlankana tseno ke tsa sekolo mme di tshwanetse go bolokiwa ka pabalesego ke mogokgo wa sekolo.)

(Khopi ya lokwalo lono e tshwanetse go romelwa kwa Ofising ya Kgaolo malatsi a le 5 morago ga go fetisiwa ga lekwalo leo)

SEKOLO : _____

KGAOLO : _____

Nna, _____ (maina ka botlalo), Modulasetilo yo o sa tswang go tlhophiwa wa Setlhophha se se Laolang sa Sekolo sa _____ (leina la sekolo) ka se ke netefatsa gore ke amogetse ditokomane tse di latelang go tswa go modulasetulo yo o tlogelang tiro:

| KAROLO YA KONOKO | Dintlha | Tshwaya ka sefapaano (X) fa go tlhokega | |
|-----------------------|--|--|------|
| | | EE | NNYA |
| 1. LEGISLATION | 1.1 Molao wa Sekolo wa Aforika Borwa (SASA), 1996 (Molao wa bo84 wa 1996) | | |
| | 1.2 Maikemisetso a go tsaya tsia mekgatlho ya puso fa go tlhongwa melao ya boitshwara ya baithuti (Kitsiso ya kakaretso ya 15 Motsheganong 1998) | | |
| | 1.3 Melawana le Maemo a Bosetšhaba a a Fetotsweng a go Duelela Dikolo (KITSISO ya Kakaretso NNYA. 646 ya di 27 Phatwe 2012) | | |
| | 1.4. Karolo e e maleba ya YAs ya EEA - PAM e.g. Kgaolo ya B | | |
| | go tshwara ditheetso tsa kgalemo kgatllhanong le baithuti. | | |

| KAROLO YA KONOKO | Dintlha | Tshwaya ka sefapaano (X) fa go tlokega | |
|------------------------------|---|---|------|
| | | EE | NNYA |
| | 1.5 Kitsiso ya semmuso 10 ya 2007 " Kitsiso ya go tihomamisa maitsholo a a leng phoso e e masisi mo dikolo tsa botlhe kwa Kapa Bokone le merero e e amanang le seo. | | |
| | 1.6 Kitsiso ya semmuso ya bo27 ya 2005 " Melawana ya maitsholo ya maloko a makgotla a puso mo dikolong tsa botlhe. | | |
| | 1.7 Molaotheo wa Setlhophla se se Laolang sa Sekolo | | |
| | 1.8 Ponelepele le thomo ya sekolo | | |
| | 1.9 Dithulaganyo tsa tiro tsa ngwaga o o latelang go ya ka thulaganyo ya go tihabolola sekolo. | | |
| 2. DIPHOLISI | 2.1 Pholisi ya kamogelo | | |
| | 2.2 Pholisi e e malebana le metshameko ya sekolo le ditiro tsa setso. | | |
| | 2.3 Pholisi e e malebana le tiriso ya dikago le didiriswa tsa sekolo ke maloko a e seng a sekolo | | |
| | 2.4 Pholisi ya boitekanelo le pabalesego ya mo tirong | | |
| | 2.5 Dipolotiki tsa bodumedi | | |
| | 2.6 Pholisi ya puo | | |
| | 2.7 Pholisi ya HIV le AIDS | | |
| | 2.8 Melawana ya boitshwara ya baithuti | | |
| | 2.9 Pholisi ya sekolo malebana le tuelo ya dituelo tsa sekolo le sekala sa sekolo sa go tshatlhoba gore a go na le kgololo ya bontlhannqwe | | |
| 3. DITLAMELO TSA MADI | 3.1 Buka ya metsotso ya tsa madi | | |
| | 3.2 Khopi ya rekoto ya dithoto tsa sekolo | | |
| | 3.3 Buka ya madi | | |
| | 3.4 Buka ya dituelo (ya ga jaana) (Nomoro ya tatelano: ...) | | |
| | 3.5 Buka ya dituelo (e e tladitsweng) (dinomoro tsa tatelano: ...) | | |
| | 3.6 Dikarata Tsa go Duela le go Fetolwa ga Nomoro ya Pin. | | |

| KAROLO YA KONOKO | Dintlha | Tshwaya ka sefapaano (X) fa go tlhokega | |
|------------------------------------|---|--|------|
| | | EE | NNYA |
| | 3.7 Madi a mannye (Bokaalo: ...) | | |
| | 3.8 Dipegelo tsa banka tsa paka ya 1 Ferikgong go fitlha ka 30 Seetebosigo ya ngwaga o o ntseng o le teng wa madi. | | |
| | 3.9 Bosupi jo bo kwadilweng jwa peeletso (fa bo le teng) | | |
| | 3.10 Lenaane la mekgatlo e e seng ya puso/badiri mmogo ba ba amogetsweng ke Kgaolo mme ba dira mo dikolong | | |
| | 3.11 Khopi ya dipalopalo tsa letsatsi la bo10 la sekolo. | | |
| | 3.12 Dikhopi tsa dikonteraka tsa badiri botlhe ba ba thapilweng ke SGB | | |
| | 3.13 Dipegelo tsa Ditšhelete tse di tlhatlhobilweng tsa paka ya 1 Ferikgong go fitlha ka 31 Sedimonthole ya ngwaga o o fetileng | | |
| | 3.14 Pholisi ya madi ya sekolo | | |
| | 3.15 Tekanyetsokabo ya sekolo e e amogetsweng ya ngwaga o o ntseng o le teng wa madi | | |
| 4. BOKGONI JWA MOITHUTI | 4.1 Dikhopi tsa tshekatsheko ya dipholo tsa dingwaga tse tharo tse di fetileng (mephato 1 go ya go 12) | | |
| | 4.2 Leano la go tokafatsa katlego ya baithuti | | |
| | 4.3 Leano la go tihabolola sekolo | | |
| 5. 5. Ditokomane tse dingwe | | | |

MODULASETILO YO O TLOGELANG TIRO:

Leina : _____

E saennwe: _____

Letlha: _____

MODULASETILO YO O TLHOPILWENG:

Leina : _____

E saennwe: _____

Letlha: _____

SETEMPE SA SEKOLO

MOGOKGO WA SEKOLO

Leina : _____

E saennwe: _____

Letlha: _____



Northern Cape Department of Education



MAMETLELELO J

KITSISO YA GO NETEFATSA LE GO TLHABOLOLA DINTLHA TSA BATSADI MO LENAANENG LA GO TLHOPHA LA SEKOLO LA SASAMS LA GO AMOGELA BAITHUTI

KGAOLO : _____

SEKOLO : _____ NOMORO YA EMIS _____

Nna, _____

(Leina le Sefane sa Mogokgo) le setlhophsa sa ditlhopho sa sekolo se se umakilweng fa godimo ka fa molaong se bolela gore:

| Nr | Tlhaloso | EE | NNYA |
|----|---|----|------|
| 1 | Batsadi ba ne ba fiwa kitsiso ya malatsi a le 7 go netefatsa dintlha tsa bona tsa ikwadiso mo rejisetareng ya baithuti ya SASAMS.. | | |
| 2 | Tsamaiso ya netefatso le tlhabololo e simolotse mo letsatsing la bo 8 morago ga KITSISO mme e weditse malatsi a le 7 pele ga go tlhophiwa le go tlhophiwa go ya ka molawana wa bo 14.2. | | |
| 3 | Buka ya direkoto tsa setlhophsa sa ditlhopho tsa sekolo e bontsha sentle kafa thulaganyo ya go tlhatlhoba e dirwang ka teng. | | |

| Lethathamo la batlhophi morago ga go konosediswa ga thulaganyo ya go netefatsa le go tlhabolola le bontsha tse di latelang: | MOSADI | MONNA | PALOGOTLHE |
|--|--------|-------|------------|
| Batsadi ba ba kwadisitsweng pele ga thulaganyo ya go netefatsa le go tlhabolola. | | | |
| Palo ya batsadi ba ba netefaditseng le go tlhabolola dintlha tsa bone.. | | | |
| Palo ya bofelo ya batsadi ba ba ikwadisitseng mo lenaaneng la batlhophi morago ga thulaganyo ya go netefatsa le go tlhabolola. | | | |

TSHAENO YA MOGOKGO

LETLHA



Northern Cape Department of Education



MAMETLELELO K

DITLHOPHO TSA SETLHOPHA SE SE LAOLANG SA SEKOLO. LENAANE LA BATLHOPHI LA BATSADI

LETLEHA (LABOFELO LE TLHABOLOTSEWE): LETLEHA LA KGATISO:

| Sefane sa Moithuti | Maina | Nomoro ya ID | Mophato le phaposi ya ga jaana | Sefane sa Motsadi | Maina a Motsadi | ID ya motsadi / Nomoro ya tetla | Tshaeno ya motsadi mabapi le khoramo | Tshaeno ya motsadi mo pampiring ya dithopo e e amogetsweng |
|--------------------|-------|--------------|--------------------------------|-------------------|-----------------|---------------------------------|--------------------------------------|--|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Maipolelo:

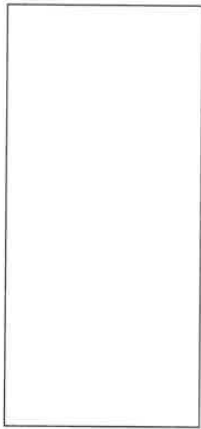
Nna: (Leina le Sefane), mo boemong jwame jaaka mogokgo wa sekolo ke bolela le go ithomamisa gore :

- Lenaane la bathophi la batsadi le theilwe mo rejisetareng ya go amogelwa kwa sekolong go ya ka tshedimosetso e e tlhabolotsweng ya SASAMS;

- Ke nterefaditse le go tihabolosa tshedimosetso yotlhe e e mo polokelongtshedimosetso ya SASAMS ya sekolo pele ga go gatisiwa ga lenaane la bathophi la semmuso la batsadi.

TSHAENO YA MOGOKGO

LETLHA





Northern Cape Department of Education



MAMETLELELO: L

KGAOLO:

THEMPLEITI YA GO BEGA YA MOTLHANKEDI WA DITLHOPHO WA SEKOLO

LEINA LA SEKOLO (SE O NENG O DIRELA KWA GO SONE):

LEINA LA MOTLHANKEDI WA DITLHOPHO TSA SEKOLO:

PALOGOTLHE YA BAITHUTI BA BA KWADISITSENG:

MOKGWA WA DITLHOPO: BONTSHA KA (X)

MOKGWA WA GO KGETHA LE GO TLHOPA: ☐

THULAGANYO YA GO TLHOPA LETSATSI LOTLHE: ☐

MOKGWA WA GO TLHOPHA KA ELEKETERONIKI: ☐

Ela tlhoko: Motlhankedi wa ditlhopho wa sekolo o tshwanetse go romela foromo eno mo malatsing a le 5 morago ga kopano ya bobedi, fa e le sengwe go ya go: Badireding ba kgaolo ya IMGD.

KAROLO YA A

Tsweetswee tlatša tafole e e fa tlase

| Karolo | Letlha la dithopo | Nako | Nomoro e e mo lenaaneng la bathopi | Khoramo e tlhokegang | Palo ya ba ba neng ba le teng |
|----------------------------|-------------------|------|---------------------------------------|-------------------------|-------------------------------|
| Baithuti (fa go tlhokega) | | | | | |
| Maloko a Badiiri | | | | | |
| Barutabana | | | | | |
| Batsadi (kopano ya ntlha) | | | | | |
| Batsadi (kopano ya bobedi) | | | | Ga eyo | |

| EE | | NNYA | DIKAKGELO |
|---|--|------|-----------|
| Jaaka SEO a o saenile dikitsiso tsa dithopo le mogwa wa dithopo tsa dikarolo tsothe? | | | |
| A sekolo se ntshitse dikgakololo tsa go thapiwa le dithopo ka puo e e dirisiwang ke boagi jwa sekolo? | | | |
| A mogokgo o dirile lenaane la bathophi malatsi a le 14 pele ga letsatsi la dithopo tsa sekolo? | | | |
| A mogokgo o ne a ntsha kitsiso ya malatsi a le 7 a laetsa batsadi go netefatsa dintlha tsa bone mo lenaaneng la bathophi? | | | |
| A sekolo se ne se na le motho yo o thusang ka matlotlo (motlatsa mogokgo)? | | | |
| A sekolo se o neng o direla mo go sone, se ne se na le sethopho sa dithopo tsa sekolo? | | | |
| Fa ele ee, ke maloko a le makae? | | | |
| A mogokgo o katisitse sethopho sa sekolo sa dithopo ka ga (seabe le maikarabelo (melawana ya dithopo)? | | | |
| A maloko a sethopho sa dithopo tsa sekolo a ne a itse seabe sa bone le maikarabelo a bone? | | | |
| Sekao, badisa ba dikgoro, metsotso, go netefatsa bathophi, jalo le jalo. | | | |
| A sethopho sa dithopo sa sekolo se ne sa baakanyetsa ditokomane TSOTLHE tse di tlokegang tsa kopano? | | | |
| A sethopho sa dithopo sa sekolo se ne sa goroga bobotlana metsotso e le 30 pele ga kopano? | | | |

CONTINUES ON PAGE 258 OF BOOK 3

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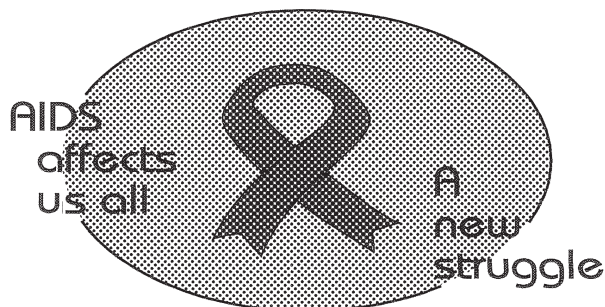
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PART 3 OF 3

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| | | | |
|--|--|--|--|
| A mogokgo o netefaditse gore lefelo le kopano e tla tshwarelwang kwa go lone le baakantswe sentle? | | | |
| A kopano ya go thopha le go thopha batsadi e ne e na le palo e e tlokegang ya ba ba neng ba le teng mo kopanong ya nthha? | | | |
| Palo ya batsadi ba ba leng tengEla tlhoko: Motlhankedi wa ditlhopho wa sekolo o tshwanetse go romela foromo eno mo malatsing a le 5 morago ga kopano ya bobedi, fa e le teng kwa: Badiredi ba kgaolo ya IMGD | | | |
| Palo ya batsadi ba neng ba sa tla ba tshwere sesupo sepe sa go ikitise kwa kopanong | | | |
| Kgetho ya bobedi le ditlhopho kopano letha | | | |

Fa e le gore go ne go se na palo e e lekaneng ya batho mo kopanong, Motlhankedi wa Ditlhopho wa Sekolo o tla tlatsa KAROLO YA A le KAROLO YA C FELA le go tlatsa Thempleiti E NTSHA ya Mokgwa wa Ditlhopho wa motsadi wa bobedi.

KAROLO YA B

TSHEDIMOSE TSO YA DIPALOPALO KA GA GO TLHOPHIWA LE DITLHOPHO TSA MALOKO LE MALOKO A TLHOPHILWENG

| | | | | |
|--|--|--|--|--|
| A kopano e simolotse ka nako e e neng e bapaditswe ka yone? | | | | |
| Fa go sa nna jalo, neela mabaka | | | | |
| A go ne go na le ditlulaganyo tse di latelang kwa sekolong: | | | | |
| <ul style="list-style-type: none"> A lefelo le go tshwarelwang pokano mo go lone le ne le baakantswe (le le phepa le na le ditulo tse di rulagantsweng sentle)? | | | | |
| <ul style="list-style-type: none"> A lenaane la bathophi le ne le le teng mo lefelong le bathophi ba neng ba thathobiwa mo go lone fa ba tsena mo lefelong la kopano? | | | | |
| <ul style="list-style-type: none"> A bathophi ba ne ba kopiwa go nisha bosupi jwa gore ke bomang fa ba tsena mo lefelong la kopano? | | | | |
| <ul style="list-style-type: none"> Go rulaganngwa ga lefelo la ditlhopo | | | | |
| <ul style="list-style-type: none"> Motho yo o thophilweng go tsaya metsotso ya tsheko. | | | | |
| <ul style="list-style-type: none"> Go nna teng ga ditokomane tsothe tsa ditlhopo (Mametelelos). | | | | |
| <ul style="list-style-type: none"> Dipampiri tsa ditlhopo tse di tshwailweng fa di ne di ntshiwa | | | | |
| A Motlankedi wa Ditlhopo tsa sekolo o ne a tihalosetsa bathophi ka thulaganyo ya Ditlhopo le go tlhophiwa ga batho? | | | | |
| A Motlankedi wa Ditlhopo tsa Sekolo o ne a lella batho ba ba neng ba tlhophilwe gore ba itsise maina a bone? (Thulaganyo ya go thapa le ya ditlhopo) | | | | |
| A batho ba ba neng ba tlhoka thuso ka kopo ya bone ba ne ba thusiwa ka nako ya thulaganyo ya ditlhopo? | | | | |
| A batho ba ba thophilweng ba ne ba le teng fa go baliwa ditlhopo? | | | | |

| | | | |
|--|--|--|--|
| A go na le kamano fa gare ga palo ya dipampiri tsa ditlhopho tse di abilweng le palo e e badilweng? | | | |
| 1) Palogotho ya bathophi ba ba nang le tshwanelo ya go tlhopho | | | |
| 2) Palo ya dipampitshana tsa ditlhopho tse di ntshitsweng | | | |
| 3) Palo ya dipampiri tse di senyegile | | | |
| 4) Palo ya dipampiri tsa ditlhopho tse di nepagetseng / tse di amogelesegang | | | |
| A dipampiri tsa ditlhopho tse di senyegile di ne di sa tshwanelege? | | | |
| Fa e le gore go ntse jalo, ke ba le kae? | | | |
| A go ne go na le kgothang e e neng ya tihagisiwa/kwadiwa le Motlhankedi wa Ditlhopho wa Sekolo ka nako ya ditlhopho? | | | |
| Fa e le gore go ntse jalo, dikgotlhang di ne di le tsa mofuta mang mme o ne wa tsibogela seo jang? | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| A Motsamaisi wa Ditlhopho wa Sekolo o ne a itsise diphelelo tsa ditlhopho kwa pohanong eo? | | | |
| A Motlhankedi wa Ditlhopho wa Sekolo o ne a bolela gore ditlhopho di ne di golofesegile e bile di siame? | | | |

| KAROLO E E TLHOPIWANG | Thulaganyo e e latelwang | | Dipathatiro mo karolong nngwe le nngwe | Palo ya batho ba ba kgethilwang | Palo ya batho ba ba tlhopilwang | Bong | | Lotso | | | | | Bogole | |
|-----------------------------|--|-------------------------------|---|---------------------------------------|---------------------------------------|-----------|------------|-----------------|-------------|------------|-------------|---------------|--------|---------------|
| | Ba ba tlhopilw eng ka tshwanel o | E e neg ya tlhopiw a | | | | MONN A | MOS ADI | MOAF ORIKAKA | WAMM ALA | MOSW EU | MOIN DIA | Tse dingwe | EE | NN NY A |
| Baithuti (Fa go thokega) | | | | | | | | | | | | | | |
| Maloko a Badiri | | | | | | | | | | | | | | |
| Barutabana | | | | | | | | | | | | | | |
| Batsadi | | | | | | | | | | | | | | |
| PALOGOTLHE | | | | | | | | | | | | | | |

KAROLO C

Ela tlhoko: Fa e le gore o tlhoka go neela tshedimosetso e oketsegileng go feta e neetsweng, o amogese segile go e tsenya mo tsebeng e farologaneng mo pegong eno.

DIKGWETLHO

DIKAKGelo KA KAKARETSO / DIKAKANTSHO:

Tshaeno ya Motlhankedi wa Ditlhopho:

Letlha:

SETEMPE SA SEKOLO



Northern Cape Department of Education



MAMETLELELO: M

KGAOLO: _____

DITLHOPHO TSA SETLHOPA SE SE LAOLANG SEKOLO

LENAANE LA GO LEKOLA

(Tsweetswee romela lenaane leno la go tlhatlhoba malatsi a le 14 pele ga letlha la go thapiwa le go tlhophiwa ga nthla)

LEINA LA SEKOLO: POTOLOGO:

LEINA LA MOGOKGO:

LEINA LA MOTSAMAI SI WA POTOLOGO:

PALOGOTLHE YA BAITHUTI MO SEKOLONG:

LEINA LA MOTLHANKEDI WA DITLHOPHO WA SEKOLO:

O kopiwa go romela foromo e ko kgaolong ya badiredi ba IMGD

BUKANTSWE

Motlankedi wa Ditlhopo tsa Sekolo – SEO
Sethopha sa Ditlhopo tsa Sekolo – SET
Sethopha se se Laolang sa Sekolo – SGB

Maloko a tla tlhophiwa go ya ka karolo le go ya ka Mametlelelo A le 15% ya Khorum

| KAROLO | PALOGOTLHE MO LENAANENG LA BATLHOPI | 15% KHORAMO E TLHOKEGANG | PALO E TLA TLHOPIWANG | MOKGWA WA DITLHOPO | LETLHA LA DITLHOPO |
|------------------|---|-----------------------------|--------------------------|-----------------------|--------------------|
| Baithuti | | | | | |
| Maloko a Badiiri | | | | | |
| Barutabana | | | | | |
| Batsadi | | | | | |

| POTSO | EE | NN YA | DIKAKGELO | DIKGATO |
|--|----|----------|-----------|---------|
| 1. 1. A sekolo se na le Faele ya Ditlhopo tsa SGB? | | | | |
| | | | | |

| | | | | |
|--|---|--|--|--|
| 2. A sekolo se na le khopi e e saennweng ya SGB ya Melawana ya Ditlhopho tsa SGB mo faeleng? | | | | |
| 3. A mogokgo le mothusa mogokgo ba ne ba le teng ka katiso ya SEO? | | | | |
| Fa go sa nna jalo, neela mabaka a gore o ka dira jang gore o tsamaisane le se se mo thutong ya katiso | <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> | | | |
| 3. A sekolo se a itse gore ke mang yo e leng SEO? | | | | |
| 4. A go na le puisano magareng ga mogokgo le SEO go tlhomamisa gore thulaganyo eno e tsamaya sentle? | | | | |
| 5. A mogokgo wa sekolo o tlhomile Motho yo o dirang jaaka molamedidi go dira jaaka mothusa Mothankedi wa Ditlhopho tsa sekolo? | | | | |
| 6. A Mothankedi wa Ditlhopho o itse gore motho yo o tla dirang jaaka motlatsa motlhankedi wa Ditlhopho e tla nna mang? | | | | |
| 7. A Mothankedi wa Ditlhopho tsa sekolo o saenitse ditlhopho le dikitsiso tsa ditlhopho tsa dikarolo tsothe? | | | | |
| 8. A ditlhopho le maina a batlhophiwa a rometswe? | | | | |
| Fa go ntse jalo, e tla nna leng, jang? | | | | |

| | | | | |
|--|--|--|--|--|
| 9. A sekolo se ne sa romela matha a ditlhopho tsa dikarolo tsothe kwa ofising ya Kgaolo? | | | | |
| 10. A lenaane la bathophi ba batsadi le setse le thomiwe go ya ka Mametlelelo K? | | | | |
| 11. A sekolo se na le lefelo le le siametseng go ka thapiwa le mogwa wa ditlhopho tsa batsadi? | | | | |
| a) If not, where will the nomination and election mode for batsadi be held? | | | | |
| 12. A mogokgo o thomile Sethlopha sa Ditlhopho sa Sekolo (SET) | | | | |
| 13. A mogokgo o thapisitse SET ka ditiro tsa bone le Maikarabelo (melawana ya ditlhopho)? | | | | |
| 14. Fa go nse jalo, neelana ka letlha. | | | | |
| 15. A Mogokgo o kopantshitse SET le SEO le go thalosa maikarabelo a mongwe le mongwe? | | | | |
| 16. Palo ya maloko a Sethlopha sa go Ditlhopho tsa Sekolo | | | | |
| 17. Neela maina a maloko a sethlopha (o ka tsenya fa go na le a mangwe) go feta 10): | | | | |
| 1. Motlatsamodulasetilo: | | | | |
| 2. Motlhankedi wa tsamaiso: | | | | |
| 3..... | | | | |
| 4..... | | | | |
| 5..... | | | | |
| 6..... | | | | |

| | | | |
|---|--|--|-------------------------|
| 7..... | | | |
| 8..... | | | |
| 9..... | | | |
| 10..... | | | |
| 18. A sekolo se na le thulaganyo ya go buelela le go laola? | | | |
| 19. A leano leo le a latelwa? | | | |
| Fa go sa nna jalo, neela mabaka a go fapoga | | | |
| 20. A leano la tshegetso le la tsamaiso le isitse kwa ofising ya KGAOLO? | | | |
| Fa go sa nna jalo, neela mabaka a seo: | | | |
| 21. A go dirilwe dithulaganyo tsa fa go ka nna le kgaolo ya tlamelo ya motlakase kgotsa sengwe? | | | |
| kgwetlho e nngwe e ka kgoreletsang thulaganyo ya ditlhopho? | | | |

[illegible]

| TSWEETSWEET TSHWAYA MO KHOLOMONG EE MALEBA | | |
|--|----|------|
| DITOKOMANE TSE DI TSHWANETSENG GO TSENNGWA MO THEMPLEITING | EE | NNYA |
| 1. Dikitsiso tse di saennweng tsa dikarolo TSOTLHE | | |
| 2. Thempleiti ya matlha a ditlhopho tsa SGB- Mametlelelo B | | |
| 3. Bosupi jwa tihaeletsano magareng ga Mogokgo le SEO | | |

| | | |
|---|--|--|
| 4. Lekwalo la go thapiwa ga motho yo o nang le tharabololo yo o tla dirang jaaka molatsa mothankedi wa ditlhopho tsa sekolo | | |
| 5. Bosupi jwa katiso ya Setlhopho sa Ditlhopho tsa Sekolo (Taletso, lenaneo, rekoto ya go nna teng, jalo le jalo) | | |
| 6. Bosupi jwa dikopano magareng ga Mogokgo, SEO le SET (go lalediwa, metsofo le go kwadisiwa ga ba ba ntleng teng) | | |
| 7. Thulaganyo ya go buelela le go laola ditlhopho tsa sekolo | | |
| | | |

Nna..... Mogokgo wa..... Ke thomamisa gore sekolo sa rona se siametswe/

Ga ise se siamele go tshwara ditlhopho tse di ka ikanngwang

Leina la Mogokgo: Tshaeno:

Leltha:

Setempe sa Sekolo

MUNICIPAL NOTICES • MUNISIPALE KENNISGEWINGS

MUNICIPAL NOTICE 193 OF 2024



TAXI RANK BY-LAWS



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1. PURPOSE OF BY-LAW

The purpose of this By-Law is to provide for the control of the taxis and taxi ranks within the municipality area of the Municipality and to provide for matters incidental thereto.

2. OBJECTIVE OF POLICY

To regulate and control of the taxi facilities.

1. Subject to the provisions of sub-sections (2), (3) and (4) the municipality or a recognized taxi association may appoint marshals to perform the functions as set out in subsection (4) and (5) but where a taxi facility or portion thereof has been allocated exclusively to a particular taxi association, that association or the Municipality only may appoint marshals in respect of that particular taxi facility or portion thereof.
2. In the case of dispute as to which taxi association is entitled to appoint a marshal or marshals at a particular taxi facility the Municipality must decide the issue and its decision must be final.
3. No person must act as a marshal at a taxi facility unless his or her appointment has been made in writing by the taxi association concerned or the Municipality.
4. The duties of a marshal in relation to passengers must be:
 - a) To regulate the queuing of passengers according to the appropriate priority and route destination systems.
 - b) To ensure the orderly loading of passengers according to the appropriate priority vehicles.
 - c) To control the number of passengers per vehicle to prevent overloading and to ensure a higher level of service to passengers and equal opportunities to drivers.
 - d) To direct passengers and provide information related to the operation of the taxis operating at that or other taxi facility and
 - e) To inform drivers about expected passenger demand and any other related matters.
 - f) Sign posts for temporal ranks be made.
5. The duties of a marshal in relation to taxis must be:
 - a) To control the arrival of taxis at the taxi facilities, especially at loading areas and in accordance with the provisions of section 15 and 17.
 - b) To allow only operating license holders to enter and exit such facilities.

- c) To communicate and coordinate taxi movements between loading and holding areas.
- d) To control taxi departures according to loading patterns and
- e) To direct a taxi to a holding area and to redirect such taxis to a rank.

3. SERVICING & WASHING OF TAXIS AT TAXI FACILITIES.

1. No person must repair or maintain any motor vehicle in any way whatsoever at any taxi facility except where provision is made for this purpose.
2. No person must wash any motor vehicle at any facility at the Taxi Rank, there is no exception.

NB: The municipality should impose the fines for the above offences.

4. ENTERING AND ALIGHTING OF TAXIS SCOPE

1. No person must enter a taxi until all persons desiring to alight from the taxi have done so.
2. No person must insist on entering a taxi which contains the total number of passengers which it is authorized to carry.
3. No person must enter or alight or attempt to enter from any taxi whilst in motion.

SCOPE

1. If a taxi become defective or for any reason whatever, is unable to proceed, the passenger must at the request of the driver, alight from the defective taxi and should the passengers have already paid fares they are entitled to a refund to the amount of their fares so paid.
2. On agreement with the driver of the defective taxi, passengers must be allowed to travel with the next available taxi for the remainder of the distance in respect of their paid fares at the cost of the defective taxi owner.

5. DANGEROUS OR OFFENSIVE ARTICLES

An authorized officer may remove any person, in possession of any article, instrument or implement, which may be considered dangerous or offensive by the passengers drives and conduction authorized officer, travelling in or any taxi.

ANIMALS:

No passengers may enter a taxi with any animals other than a guide dog assisting a blind person.

6. ACTIONS PROHIBITED ON A TAXI

1. Smoking
2. Playing offensive or excessively loud music
3. Using obscene or offensive language
4. Committing an offensive act
5. Interfering with the comfort of any passenger
6. Damaging any taxi or the fitting thereof
7. Forcibly cause the driver to deviate from his or her routes
8. Endangering the lives of other people or
9. Interfering with the actions of the driver.

Any person committing any of the mentioned actions or another offence stipulated in any other legislation must in addition to incurring the penalty provided for in these By-Laws forfeit his or her fare and be immediately removed from the taxi.

RIOTOUS OR INDECENT BEHAVIOR

Any person causing disturbance in behaving in a riotous or indecent manner is guilty of an offence in terms of these By-Laws and may be removed from a taxi queue or the vicinity of a ranking facility by any authorized officer or authorized official of the Municipality. No alcohol or drunkenness at Taxi Rank, person doing that will be punished and chased away from the Taxi Rank.

7. POLICY DEFINITION

Definitions:

1. In these By-Laws unless the context otherwise indicates:
Animal includes any horse, mare, gelding, foal, bull ox, cow, bullock, stein heifer, calf, mule, lamb, goat, swine, ostrich, cat or dog.

AUTHORISED OFFICER MEANS:

- Municipal police officer / traffic officer appointed under the South African Service Act, Act 68 of 1995.
- A peace officer as contemplated in Section 334 of the Criminal Procedure Act, Act 51 of 1997 or

- Any member of the South African Police Service as contemplated in the South African Police Service Act, Act 68 1995.

COUNCIL MEANS:

1. Municipal Council of Umsobomvu Local Municipality exercising its legislative and executive authority through Municipality.
2. Its successor the title.
3. A structure or person exercising a delegated power or carrying out an instruction where any power in these BY-LAWS has been delegated or sub-delegated or an instruction given as referred to in Section 59 of the Act or
4. A service fulfilling a responsibility under these By-Laws.

8. LEGISLATIVE FRAMEWEORK

The By-Law will be guided by the following legislative frameworks:

- Constitution of the Republic of South Africa Act 108 of 1996 in the Supreme Law of the Republic
- Municipal Structures Act (no. 117 of 1998)
- Constitution of the Republic of South Africa
- Municipal System Act (no. 32 of 2000)
- National Road Traffic Act
- Criminal Procedure Act (no. 51 of 1977)
- Disaster Management Act (2002).

9. POLICY PROCEDURE

Issue of a rank permit.

1. No permit must be issued until the applicant procedure:
 - a) A valid certificate of road worthiness in respect to the motor vehicle concerned as required in terms of REGULATION 138 of the Regulations in terms of the NRTA
 - b) A valid public road carrier license issued under the NTLA 5 of 2009. Section 14 of the NRTA
 - c) A valid identification document or a valid temporary identity document issued by the Department of Home Affairs for the owner or the operator thereof but in the

event of a temporary identification documentation document, it must be accompanied with a passport photo of the operator thereof and

- d) A letter of recommendation from the relevant taxi association.
2. Where an application for a permit has been granted, it must be issued on the prescribed form, but the prescribed tariffs have been paid.
 3. Such permit must be issued in terms of the conditions determined by the Municipality.
 4. The Municipality may from time to time by special resolution, determined the tariffs for the issue of a rank permit and such tariffs may differ for different facilities.
 5. A rank permit must be issued unless the provisions of this section have complied with.
 6. A rank permit not collected within 3 months lapses unless a written extension of time has been requested and granted by the Municipality.
 7. Any permit issued contrary to the provisions of these BY-LAWS is an unlawful manner with or without the knowledge of the applicant must be void and the holder thereof must on demand by the Municipality. No cars will be sipping in Town allowed. All staff vehicles will be handed over to Traffic Officers to avoid cars moving around town.

10. PERIOD OF VALIDITY

A rank permit issued in terms of these BY-LAWS is valid for a period of 12 months from the date of issue thereof subject to the provision of Section 48.

11. REFUSAL TO GRANT RANK PERMIT

The Municipality may refuse a rank permit subject to Section 88(6) of the NRTA and the provisions of these BY-LAWS on the grounds that there is insufficient ranking space in the Municipal area.

12. RENEWAL OF RANK PERMIT

1. A permit issued in terms of these BY-LAWS must be valid from the date of issue thereof and must be renewed annually.
2. An applicant for the renewal of a permit must be made at least 30 days but not later than 14 days prior to the date of the expiry thereof.

3. The applicant for the renewal of a permit must submit a duly and eligible application form to the office of the Municipality together with the documents referred to in Section 4 in respect of the motor vehicle and must on payment of the prescribed tariff and subject to the good conduct of the applicant be renewed.
4. The Municipality must issue an acknowledgement of receipt to the applicant upon receipt of the application for the renewal of the rank permit.

13. GENERAL POLICY PROVISIONS

The establishment of special parking places.

The Municipality must establish special parking places within the municipal area for the use of or parking of a taxi belonging to a person to whom a permit as contemplated in Section 48 has been issued authorizing him or her to do so.

The setting aside of special parking places or stands shall be affected and defined by the erecting marking or such places (whether on a public road or not as the Council may determine of the appropriate road traffic signs and markings prescribed for taxi ranks on public roads by the Regulations made in terms of the Road Traffic Act 19/1988 as amended from time to time or in the case of special parking places or stands not on a public road of signs and markings similar to such signs and markings so prescribed).

A permit may be issued allocating special parking places to particular persons or motor vehicles for their exclusive use only.

No person must except by virtue of a permit use or cause or permit a taxi to be used on any special parking place within the municipal area, regardless whether such person has obtained a similar permit from any other local authority or municipality.

PROCLAMATIONS • PROKLAMASIES**PROCLAMATION NOTICE 1 OF 2024****DEPARTMENT OF TRANSPORT, SAFETY AND LIAISON****NATIONAL ROAD TRAFFIC ACT, 1996 (ACT 93 OF 1996)****SCHEDULE OF FEES IN RESPECT OF REGISTRATION AND LICENCING OF MOTOR VEHICLES**

Under the powers vested in me by Regulation 25 of the National Road Traffic Act, 1996 (Act 93 of 1996), I hereby publish the fees in respect of the registration and licencing of motor vehicles as set forth in the Schedules annexed hereto.

Dated and signed at Kimberley on this 13th day of December 2023

**N BLOEM****Member of the Executive Council for Transport, Safety and Liaison**

1. **Amendmend of the Regulations**

Schedule 2 (Table 2: Motor vehicle Registration and Licence Fees)
is substituted by the following schedule:

Schedule 2: Motor vehicle Registration and Licence Fees

| Item | Description | Tare | Fee |
|------|--|------|-------|
| 1 | Motor Vehicle Registration | | R 192 |
| 2 | Motor Vehicle Licence Fees | | |
| 2.1 | A motor cycle, motor tricycle and motor quadrucycle, other than a motor vehicle referred to in item 3 of this schedule | | R 150 |

| Item | Description | Tare | Fee |
|------|--|---------------|----------|
| 2.3 | A trailer, other than a semi-trailer, which is used only in connection with the owner's own farming activities, other than a motor vehicle referred to in item 2.8, 2.10 or 3 of this schedule | 0 - 250 | R 150,00 |
| | | 251 - 500 | R 150,00 |
| | | 501 - 750 | R 150,00 |
| | | 751 - 1000 | R 150,00 |
| | | 1001 - 1250 | R 150,00 |
| | | 1251 - 1500 | R 150,00 |
| | | 1501 - 1750 | R 150,00 |
| | | 1751 - 2000 | R 150,00 |
| | | 2001 - 2250 | R 150,00 |
| | | 2251 - 2500 | R 150,00 |
| | | 2501 - 2750 | R 150,00 |
| | | 2751 - 3000 | R 150,00 |
| | | 3001 - 3250 | R 150,00 |
| | | 3251 - 3500 | R 150,00 |
| | | 3501 - 3750 | R 150,00 |
| | | 3751 - 4000 | R 150,00 |
| | | 4001 - 4250 | R 150,00 |
| | | 4251 - 4500 | R 150,00 |
| | | 4501 - 4750 | R 150,00 |
| | | 4751 - 5000 | R 150,00 |
| | | 5001 - 5250 | R 150,00 |
| | | 5251 - 5500 | R 150,00 |
| | | 5501 - 5750 | R 150,00 |
| | | 5751 - 6000 | R 150,00 |
| | | 6001 - 6250 | R 150,00 |
| | | 6251 - 6500 | R 150,00 |
| | | 6501 - 6750 | R 150,00 |
| | | 6751 - 7000 | R 150,00 |
| | | 7001 - 7250 | R 150,00 |
| | | 7251 - 7500 | R 150,00 |
| | | 7501 - 8000 | R 150,00 |
| | | 8001 - 8500 | R 150,00 |
| | | 8501 - 9000 | R 150,00 |
| | | 9001 - 9500 | R 150,00 |
| | | 9501 - 10000 | R 150,00 |
| | | 10001 - 10500 | R 150,00 |
| | | 10501 - 11000 | R 150,00 |
| | | 11001 - 11500 | R 150,00 |
| | | 11501 - 12000 | R 150,00 |

| Item | Description | Tare | Fee |
|--|---|-------------|-------------|
| 2.2 | A motor vehicle other than a motor vehicle referred to in items 2.1, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10 or 3 of this schedule with a tare of | 0 - 250 | R 318,00 |
| | | 251 - 500 | R 354,00 |
| | | 501 - 750 | R 378,00 |
| | | 751 - 1000 | R 390,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 612,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 828,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 278,00 |
| | | 2501 - 2750 | R 1 446,00 |
| | | 2751 - 3000 | R 1 494,00 |
| | | 3001 - 3250 | R 1 854,00 |
| | | 3251 - 3500 | R 2 112,00 |
| | | 3501 - 3750 | R 2 412,00 |
| | | 3751 - 4000 | R 2 640,00 |
| | | 4001 - 4250 | R 2 928,00 |
| | | 4251 - 4500 | R 3 204,00 |
| | | 4501 - 4750 | R 3 420,00 |
| | | 4751 - 5000 | R 3 732,00 |
| | | 5001 - 5250 | R 5 826,00 |
| | | 5251 - 5500 | R 6 276,00 |
| | | 5501 - 5750 | R 6 894,00 |
| | | 5751 - 6000 | R 7 494,00 |
| | | 6001 - 6250 | R 8 214,00 |
| | | 6251 - 6500 | R 8 790,00 |
| | | 6501 - 6750 | R 9 432,00 |
| | | 6751 - 7000 | R 10 452,00 |
| | | 7001 - 7250 | R 10 764,00 |
| 7251 - 7500 | R 11 436,00 | | |
| 7501 - 8000 | R 12 576,00 | | |
| 8001 - 8500 | R 14 130,00 | | |
| 8501 - 9000 | R 15 696,00 | | |
| 9001 - 9500 | R 17 280,00 | | |
| 9501 - 10000 | R 18 930,00 | | |
| 10001 - 10500 | R 20 916,00 | | |
| 10501 - 11000 | R 22 956,00 | | |
| 11001 - 11500 | R 25 062,00 | | |
| | 11501 - 12000 | R 27 132,00 | |
| For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 | |

| Item | Description | Tare | Fee |
|--|--|-------------|-------------|
| 2.4 | A breakdown vehicle, other than a motor vehicle referred to in item 3 of this schedule | 0 - 250 | R 318,00 |
| | | 251 - 500 | R 354,00 |
| | | 501 - 750 | R 378,00 |
| | | 751 - 1000 | R 390,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 612,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 828,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 278,00 |
| | | 2501 - 2750 | R 1 446,00 |
| | | 2751 - 3000 | R 1 494,00 |
| | | 3001 - 3250 | R 1 854,00 |
| | | 3251 - 3500 | R 2 112,00 |
| | | 3501 - 3750 | R 2 412,00 |
| | | 3751 - 4000 | R 2 640,00 |
| | | 4001 - 4250 | R 2 928,00 |
| | | 4251 - 4500 | R 3 204,00 |
| | | 4501 - 4750 | R 3 420,00 |
| | | 4751 - 5000 | R 3 732,00 |
| | | 5001 - 5250 | R 5 826,00 |
| | | 5251 - 5500 | R 6 276,00 |
| | | 5501 - 5750 | R 6 894,00 |
| | | 5751 - 6000 | R 7 494,00 |
| | | 6001 - 6250 | R 8 214,00 |
| | | 6251 - 6500 | R 8 790,00 |
| | | 6501 - 6750 | R 9 432,00 |
| | | 6751 - 7000 | R 10 452,00 |
| | | 7001 - 7250 | R 10 764,00 |
| 7251 - 7500 | R 11 436,00 | | |
| 7501 - 8000 | R 12 576,00 | | |
| 8001 - 8500 | R 14 130,00 | | |
| 8501 - 9000 | R 15 696,00 | | |
| 9001 - 9500 | R 17 280,00 | | |
| 9501 - 10000 | R 18 930,00 | | |
| 10001 - 10500 | R 20 916,00 | | |
| 10501 - 11000 | R 22 956,00 | | |
| 11001 - 11500 | R 25 062,00 | | |
| 11501 - 12000 | R 27 132,00 | | |
| For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 | |

| Item | Description | Tare | Fee |
|--|--|-------------|-------------|
| 2.5 | A truck-tractor, other than a truck-tractor referred to in item 2.6, used by the owner thereof solely in connection with farming operations, other than for the conveyance of goods for reward on a public road, other than a motor vehicle referred to in item 3 of this schedule | 0 - 250 | R 318,00 |
| | | 251 - 500 | R 354,00 |
| | | 501 - 750 | R 378,00 |
| | | 751 - 1000 | R 390,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 612,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 828,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 278,00 |
| | | 2501 - 2750 | R 1 446,00 |
| | | 2751 - 3000 | R 1 494,00 |
| | | 3001 - 3250 | R 1 854,00 |
| | | 3251 - 3500 | R 2 112,00 |
| | | 3501 - 3750 | R 2 412,00 |
| | | 3751 - 4000 | R 2 640,00 |
| | | 4001 - 4250 | R 2 928,00 |
| | | 4251 - 4500 | R 3 204,00 |
| | | 4501 - 4750 | R 3 420,00 |
| | | 4751 - 5000 | R 3 732,00 |
| | | 5001 - 5250 | R 5 826,00 |
| | | 5251 - 5500 | R 6 276,00 |
| | | 5501 - 5750 | R 6 894,00 |
| | | 5751 - 6000 | R 7 494,00 |
| | | 6001 - 6250 | R 8 214,00 |
| | | 6251 - 6500 | R 8 790,00 |
| | | 6501 - 6750 | R 9 432,00 |
| | | 6751 - 7000 | R 10 452,00 |
| | | 7001 - 7250 | R 10 764,00 |
| 7251 - 7500 | R 11 436,00 | | |
| 7501 - 8000 | R 12 576,00 | | |
| 8001 - 8500 | R 14 130,00 | | |
| 8501 - 9000 | R 15 696,00 | | |
| 9001 - 9500 | R 17 280,00 | | |
| 9501 - 10000 | R 18 930,00 | | |
| 10001 - 10500 | R 20 916,00 | | |
| 10501 - 11000 | R 22 956,00 | | |
| 11001 - 11500 | R 25 062,00 | | |
| 11501 - 12000 | R 27 132,00 | | |
| For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 | |

| Item | Description | Tare | Fee |
|--|--|-------------|-------------|
| 2.6 | A truck-tractor, used by the owner thereof, solely for his own farming activities, other than for the conveyance of goods for reward on a public road, other than a motor vehicle referred to in item 3 of this schedule | 0 - 250 | R 318,00 |
| | | 251 - 500 | R 354,00 |
| | | 501 - 750 | R 378,00 |
| | | 751 - 1000 | R 390,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 612,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 828,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 278,00 |
| | | 2501 - 2750 | R 1 446,00 |
| | | 2751 - 3000 | R 1 494,00 |
| | | 3001 - 3250 | R 1 854,00 |
| | | 3251 - 3500 | R 2 112,00 |
| | | 3501 - 3750 | R 2 412,00 |
| | | 3751 - 4000 | R 2 640,00 |
| | | 4001 - 4250 | R 2 928,00 |
| | | 4251 - 4500 | R 3 204,00 |
| | | 4501 - 4750 | R 3 420,00 |
| | | 4751 - 5000 | R 3 732,00 |
| | | 5001 - 5250 | R 5 826,00 |
| | | 5251 - 5500 | R 6 276,00 |
| | | 5501 - 5750 | R 6 894,00 |
| | | 5751 - 6000 | R 7 494,00 |
| | | 6001 - 6250 | R 8 214,00 |
| | | 6251 - 6500 | R 8 790,00 |
| | | 6501 - 6750 | R 9 432,00 |
| | | 6751 - 7000 | R 10 452,00 |
| | | 7001 - 7250 | R 10 764,00 |
| 7251 - 7500 | R 11 436,00 | | |
| 7501 - 8000 | R 12 576,00 | | |
| 8001 - 8500 | R 14 130,00 | | |
| 8501 - 9000 | R 15 696,00 | | |
| 9001 - 9500 | R 17 280,00 | | |
| 9501 - 10000 | R 18 930,00 | | |
| 10001 - 10500 | R 20 916,00 | | |
| 10501 - 11000 | R 22 956,00 | | |
| 11001 - 11500 | R 25 062,00 | | |
| 11501 - 12000 | R 27 132,00 | | |
| For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 | |

| Item | Description | Tare | Fee |
|--|--|---------------|-------------|
| 2.7 | A trailer, other than a motor vehicle referred to in item 2.3, 2.8, 2.10 or 3 of this schedule, with a tare of | 0 - 250 | R 180,00 |
| | | 251 - 500 | R 258,00 |
| | | 501 - 750 | R 318,00 |
| | | 751 - 1000 | R 378,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 630,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 870,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 200,00 |
| | | 2501 - 2750 | R 1 434,00 |
| | | 2751 - 3000 | R 1 596,00 |
| | | 3001 - 3250 | R 3 300,00 |
| | | 3251 - 3500 | R 3 564,00 |
| | | 3501 - 3750 | R 3 924,00 |
| | | 3751 - 4000 | R 4 194,00 |
| | | 4001 - 4250 | R 5 088,00 |
| | | 4251 - 4500 | R 5 100,00 |
| | | 4501 - 4750 | R 5 490,00 |
| | | 4751 - 5000 | R 5 940,00 |
| | | 5001 - 5250 | R 6 558,00 |
| | | 5251 - 5500 | R 6 948,00 |
| | | 5501 - 5750 | R 7 452,00 |
| | | 5751 - 6000 | R 7 962,00 |
| | | 6001 - 6250 | R 8 538,00 |
| | | 6251 - 6500 | R 9 102,00 |
| | | 6501 - 6750 | R 9 648,00 |
| | | 6751 - 7000 | R 10 224,00 |
| | | 7001 - 7250 | R 10 764,00 |
| | | 7251 - 7500 | R 11 436,00 |
| | | 7501 - 8000 | R 12 576,00 |
| | | 8001 - 8500 | R 14 130,00 |
| | | 8501 - 9000 | R 15 696,00 |
| | | 9001 - 9500 | R 17 280,00 |
| | | 9501 - 10000 | R 18 930,00 |
| | | 10001 - 10500 | R 20 916,00 |
| | | 10501 - 11000 | R 22 956,00 |
| | | 11001 - 11500 | R 25 062,00 |
| | | 11501 - 12000 | R 27 132,00 |
| For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 | |

| Item | Description | Tare | Fee |
|------|---|------|----------|
| 2.8 | A caravan, other than a self-propelled caravan or a motor vehicle referred to in item 2.3 or 3 of this schedule | | R 162,00 |

| Item | Description | Tare | Fee |
|------|--|---------------|----------|
| 2.9 | A tractor, other than a motor vehicle referred to in item 3 of this schedule | 0 - 250 | R 126,00 |
| | | 251 - 500 | R 126,00 |
| | | 501 - 750 | R 126,00 |
| | | 751 - 1000 | R 126,00 |
| | | 1001 - 1250 | R 126,00 |
| | | 1251 - 1500 | R 126,00 |
| | | 1501 - 1750 | R 126,00 |
| | | 1751 - 2000 | R 126,00 |
| | | 2001 - 2250 | R 126,00 |
| | | 2251 - 2500 | R 126,00 |
| | | 2501 - 2750 | R 126,00 |
| | | 2751 - 3000 | R 126,00 |
| | | 3001 - 3250 | R 126,00 |
| | | 3251 - 3500 | R 126,00 |
| | | 3501 - 3750 | R 126,00 |
| | | 3751 - 4000 | R 126,00 |
| | | 4001 - 4250 | R 126,00 |
| | | 4251 - 4500 | R 126,00 |
| | | 4501 - 4750 | R 126,00 |
| | | 4751 - 5000 | R 126,00 |
| | | 5001 - 5250 | R 126,00 |
| | | 5251 - 5500 | R 126,00 |
| | | 5501 - 5750 | R 126,00 |
| | | 5751 - 6000 | R 126,00 |
| | | 6001 - 6250 | R 126,00 |
| | | 6251 - 6500 | R 126,00 |
| | | 6501 - 6750 | R 126,00 |
| | | 6751 - 7000 | R 126,00 |
| | | 7001 - 7250 | R 126,00 |
| | | 7251 - 7500 | R 126,00 |
| | | 7501 - 8000 | R 126,00 |
| | | 8001 - 8500 | R 126,00 |
| | | 8501 - 9000 | R 126,00 |
| | | 9001 - 9500 | R 126,00 |
| | | 9501 - 10000 | R 126,00 |
| | | 10001 - 10500 | R 126,00 |
| | | 10501 - 11000 | R 126,00 |
| | | 11001 - 11500 | R 126,00 |
| | | 11501 - 12000 | R 126,00 |

| Item | Description | Tare | Fee |
|------|--|------|---------|
| 3 | Licence fees for specially classified vehicles | | R 96,00 |

| Other Fees | | | Fee |
|--|--|--|------------|
| Allocate PLN to MV | | | R 174,00 |
| Allocate SLN to MV | | | R 72,00 |
| Application for 10 blank special permits | | | R 174,00 |
| Application for 10 blank temp permits | | | R 276,00 |
| Application for special permit (offline) | | | R 174,00 |
| Application for temp permit (offline) | | | R 276,00 |
| Confirm MV info | | | R 144,00 |
| First registration certificate | | | R 192,00 |
| Issue MTN | | | R 150,00 |
| Licence MTN for motorcycle | | | R 300,00 |
| Licence MTN for MV | | | R 912,00 |
| Licence MTN for transport contractor | | | R 228,00 |
| Minimum Fee for PLN | | | R 2 472,00 |
| Minimum Fee for SLN | | | R 1 446,00 |
| MV Introduction | | | R 192,00 |
| Other licence number | | | R 210,00 |
| Transfer of PLN | | | R 1 428,00 |
| Transfer PLN to MV | | | R 216,00 |
| MIB Registration | | | R 1 512,00 |
| Application for RTRB registration | | | R 780,00 |

2. Short title and commencement

These regulations shall come into operation on
1 April 2024

| Item | Description | Tare | Fee |
|---------------|--|-------------|-------------|
| 2.10 | A trailer, drawn by a tractor, other than a motor vehicle referred to in item 2.3, 2.8 or 3 of this schedule | 0 - 250 | R 180,00 |
| | | 251 - 500 | R 258,00 |
| | | 501 - 750 | R 318,00 |
| | | 751 - 1000 | R 378,00 |
| | | 1001 - 1250 | R 474,00 |
| | | 1251 - 1500 | R 630,00 |
| | | 1501 - 1750 | R 756,00 |
| | | 1751 - 2000 | R 870,00 |
| | | 2001 - 2250 | R 1 062,00 |
| | | 2251 - 2500 | R 1 200,00 |
| | | 2501 - 2750 | R 1 434,00 |
| | | 2751 - 3000 | R 1 596,00 |
| | | 3001 - 3250 | R 3 300,00 |
| | | 3251 - 3500 | R 3 564,00 |
| | | 3501 - 3750 | R 3 924,00 |
| | | 3751 - 4000 | R 4 194,00 |
| | | 4001 - 4250 | R 5 088,00 |
| | | 4251 - 4500 | R 5 100,00 |
| | | 4501 - 4750 | R 5 490,00 |
| | | 4751 - 5000 | R 5 940,00 |
| | | 5001 - 5250 | R 6 558,00 |
| | | 5251 - 5500 | R 6 948,00 |
| | | 5501 - 5750 | R 7 452,00 |
| | | 5751 - 6000 | R 7 962,00 |
| | | 6001 - 6250 | R 8 538,00 |
| | | 6251 - 6500 | R 9 102,00 |
| | | 6501 - 6750 | R 9 648,00 |
| | | 6751 - 7000 | R 10 224,00 |
| | | 7001 - 7250 | R 10 764,00 |
| 7251 - 7500 | R 11 436,00 | | |
| 7501 - 8000 | R 12 576,00 | | |
| 8001 - 8500 | R 14 130,00 | | |
| 8501 - 9000 | R 15 696,00 | | |
| 9001 - 9500 | R 17 280,00 | | |
| 9501 - 10000 | R 18 930,00 | | |
| 10001 - 10500 | R 20 916,00 | | |
| 10501 - 11000 | R 22 956,00 | | |
| 11001 - 11500 | R 25 062,00 | | |
| 11501 - 12000 | R 27 132,00 | | |
| | For each additional 500 kilograms or part thereof above 12 000 kilograms | | R 2 724 |

Closing times for **ORDINARY WEEKLY** 2024

NORTHERN CAPE PROVINCIAL GAZETTE

The closing time is **15:00 sharp** on the following days:

- **21 December 2023**, Thursday for the issue of Monday **01 January 2024**
- **29 December 2023**, Friday for the issue of Monday **08 January 2024**
- **08 January**, Monday for the issue of Monday **15 January 2024**
- **15 January**, Monday for the issue of Monday **22 January 2024**
- **22 January**, Monday for the issue of Monday **29 January 2024**
- **29 January**, Monday for the issue of Monday **05 February 2024**
- **05 February**, Monday for the issue of Monday **12 February 2024**
- **12 February**, Monday for the issue of Monday **19 February 2024**
- **19 February**, Monday for the issue of Monday **26 February 2024**
- **26 February**, Monday for the issue of Monday **04 March 2024**
- **04 March**, Monday for the issue of Monday **11 March 2024**
- **11 March**, Monday for the issue of Monday **18 March 2024**
- **15 March**, Friday for the issue of Monday **25 March 2024**
- **22 March**, Friday for the issue of Monday **01 April 2024**
- **28 March**, Thursday for the issue of Monday **08 April 2024**
- **08 April**, Monday for the issue of Monday **15 April 2024**
- **15 April**, Monday for the issue of Monday **22 April 2024**
- **22 April**, Monday for the issue of Monday **29 April 2024**
- **26 April**, Friday for the issue of Monday **06 May 2024**
- **06 May**, Monday for the issue of Monday **13 May 2024**
- **13 May**, Monday for the issue of Monday **20 May 2024**
- **20 May**, Monday for the issue of Monday **27 May 2024**
- **27 May**, Monday for the issue of Monday **03 June 2024**
- **03 June**, Monday for the issue of Monday **10 June 2024**
- **10 June**, Monday for the issue of Monday **17 June 2024**
- **14 June**, Friday for the issue of Monday **24 June 2024**
- **24 June**, Monday for the issue of Monday **01 July 2024**
- **01 July**, Monday for the issue of Monday **08 July 2024**
- **08 July**, Monday for the issue of Monday **15 July 2024**
- **15 July**, Monday for the issue of Monday **22 July 2024**
- **22 July**, Monday for the issue of Monday **29 July 2024**
- **29 July**, Monday for the issue of Monday **05 August 2024**
- **02 August**, Friday for the issue of Monday **12 August 2024**
- **12 August**, Monday for the issue of Monday **19 August 2024**
- **19 August**, Monday for the issue of Monday **26 August 2024**
- **26 August**, Monday for the issue of Monday **02 September 2024**
- **02 September**, Monday for the issue of Monday **09 September 2024**
- **09 September**, Monday for the issue of Monday **16 September 2024**
- **16 September**, Monday for the issue of Monday **23 September 2024**
- **20 September**, Friday for the issue of Monday **30 September 2024**
- **30 September**, Monday for the issue of Monday **07 October 2024**
- **07 October**, Monday for the issue of Monday **14 October 2024**
- **14 October**, Monday for the issue of Monday **21 October 2024**
- **21 October**, Monday for the issue of Monday **28 October 2024**
- **28 October**, Monday for the issue of Monday **04 November 2024**
- **04 November**, Monday for the issue of Monday **11 November 2024**
- **11 November**, Monday for the issue of Monday **18 November 2024**
- **18 November**, Monday for the issue of Monday **25 November 2024**
- **25 November**, Monday for the issue of Monday **02 December 2024**
- **02 December**, Monday for the issue of Monday **09 December 2024**
- **09 December**, Monday for the issue of Monday **16 December 2024**
- **13 December**, Friday for the issue of Monday **23 December 2024**
- **19 December**, Thursday for the issue of Monday **30 December 2024**

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