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12/14/2

Enquiries: District RCL Coordinators

Institutional Management and Governance Planning Minute: 0005/2017

To: District Directors, Heads: Management and Governance, Heads: IMG Coordination and Advice, Circuit Managers, RCL Coordinators, Principals of public schools with Grade 8 and higher, Governing Bodies, Teacher Liaison Officers and RCL Chairpersons

Subject: Election of representative councils of learners for 2018

1. Section 11(1) of the South African Schools Act (SASA), 1996 (Act 84 of 1996), states that a representative council of learners (RCL) must be established at every public school enrolling learners in Grade 8 and higher.
2. In terms of the South African Schools Act (Act 84 of 1996), Principals are required to ensure that the election of an RCL takes place.
3. The RCL is an important stakeholder in promoting the quality of teaching and learning in schools. Teacher liaison officers (TLOs) must therefore ensure that they assist in developing the skills of the elected RCL members, through leadership training initiatives aligned to youth development programmes.
4. RCL elections for 2017 must take place between 01 November 2017 and 31 January 2018, to ensure that RCLs begin to function as early as possible in 2018.
 - 4.1 The training of newly elected RCLs will begin on 01 February 2018.
 - 4.2 Schools are requested to complete the Annexure A on the RCL file and submit it to their respective district RCL coordinators.
5. **Status of the RCL**
 - 5.1 Section 11(1) of the SASA states, among other things, that "*...such council is the only recognised and legitimate representative learner body at the school.*"

- 5.2 In line with section 16A(1)(a) of the SASA, consistent with the principles of the rule of law, the principal must ensure that no other structure — inclusive of the prefect system, is used to usurp the legitimate statutory status of the RCL.
- 5.3 It is therefore required that principals ensure that the portfolio of teacher liaison officer (TLO) is assigned to a senior staff member with a passion for youth development, preferably at deputy principal level.
- 5.4 Any school that does not have an RCL recognised as the official and lawful structure for learners will be in breach of the SASA.

6. **The school electoral team**

- 6.1 A school electoral team must be formed to ensure early planning for a successful RCL election.
 - 6.2 School electoral teams are encouraged to develop their own advocacy strategies to mobilise learners to participate in the elections and to ensure that capable candidates are elected.
 - 6.3 The advocacy strategies referred to in 6.2 above must include the dissemination of criteria for choosing suitable learner members.
7. Principals must ensure that, in compliance with SASA, two RCL members are elected to serve on the governing body from 01 March 2018.

8. **After election of new RCL**

- 8.1 The newly elected RCL must undergo an induction process that will be facilitated by the district RCL coordinator as part of its capacity building.
- 8.2 Principals must ensure that a proper hand-over process is followed.
- 8.3 Principals are encouraged to arrange inauguration ceremonies. This could be done in several ways, e.g. at assembly or a special event attended by parents, etc. Schools are strongly encouraged to participate in district-organised induction activities as this promotes social interaction among learners.
- 8.4 TLOs are urged to train RCLs to develop programmes that are in line with the vision and mission of their school. Documents such as the *Bill of Responsibilities for the youth of South Africa*, *Values in Action: A Manual in Constitutional Values and School Governance for School Governing Bodies and Representative Councils of Learners in South African Public Schools*, *Guidelines for the Implementation of Peer Programmes for Learners in South African Schools*, etc. can be used to improve the capacity of RCLs.

- 8.5 Copies of the documents mentioned in 8.4 above are attached for ease of reference. It is not expected of the school to make copies for all the learners in the RCL.
9. Should schools have any enquiries about RCL elections, they may contact the relevant district RCL coordinator listed below:

District	RCL Coordinator	eMail	Tel. no.
Metro North	Mr David Leonard	David.Leonard@westerncape.gov.za	021 938 3170
Metro Central	Ms Anusha Naidoo	Anusha.naidoo@westerncape.gov.za	021 514 6716
Metro South	Mr Reginald Dreyer	Reginald.Dreyer@westerncape.gov.za	021- 374 4107
Metro East	Ms Mary-Joan Swartz	Mary.Swartz@westerncape.gov.za	021 900 7253
West Coast	Mr Tommy Loriston	Tommy.Loriston@westerncape.gov.za	021 860 1554
Cape Winelands	Mr Fred Josias	Fred.Josias@westerncape.gov.za	023 348 4652
Overberg	Mr Kobus Mike	Kobus.Mike@westerncape.gov.za	028 214 7366
Eden & Central Karoo	Ms Sinovuyo Stofile	Sinovuyo.Stofile@westerncape.gov.za	044 803 8377

10. On election of a RCL, the district RCL coordinator must inform the Directorate: Institutional Management and Governance Planning of the outcome. He/she must forward the list and details of the new RCL members for each school to Mr Sira Nkundla via email to sira.nkundla@westerncape.gov.za.
11. Principals and governing bodies are urged to budget for the development of their RCL members specifically and youth development generally.
12. Please bring the content of this minute to the attention of all concerned.

SIGNED: BK SCHREUDER
HEAD: EDUCATION
DATE: 2017-11-11