



# == SUTHERLAND HIGH SCHOOL ==

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15 January 2026

Dear Parents / Guardians

## **NOTICE OF NOMINATION AND BY-ELECTION MEETINGS FOR PARENTS ON THE SCHOOL GOVERNING BODY**

Notice is hereby given that a meeting for the nomination and by-election of candidates for the election of three (3) parent members of the School Governing body of the above-mentioned School will be held:

On: Monday, 2 February 2026 (Nomination Meeting)  
At: 18h00 – 18h30  
Venue: Sutherland High School Hall

Candidates (who must be parents/guardians of learners at the School and who are not employed at the School) may be nominated by submitting to the Electoral Officer a nomination form, duly completed by the candidate and his/her proposer and seconder who must be parents/guardians of learners at the School. Nominations must be placed in the nomination box at Sutherland High School from seven (7) days before and until 24 hours before the nomination meeting. Nominations may also be made at the above meeting on a nomination form and must be duly signed by a seconder and the candidate.

**N.B.:** It is the responsibility of parents/guardians to ensure that their names are on the School's admissions register, which can be viewed at the School. Only parents whose names are on the School's admissions register/voter's roll will be entitled to participate in the School's Governing body election and / or enter the venue.

If more candidates are nominated than the number of Parent Members to be elected, and a quorum is met, an election will be held:

On: Monday, 2 February 2026  
At: 18h30 – 19h30  
Venue: Sutherland High School Hall

### **Please note:**

No quorum is needed for the nomination meeting; therefore, if the exact number of nominations required is received, the nominees are duly elected. However, a quorum of 15% of the voters' roll is necessary for an election meeting to proceed. If there are more nominations than is required and the quorum is not met, then a second meeting will be held to conduct the election. No quorum is necessary at the second meeting. The nominations are carried forward to the second meeting and no new nominations will be accepted. However, nominations will be accepted at the second meeting if fewer nominations than were needed at the first meeting were received. At the second meeting we go straight into an election meeting as follows:





On: Monday, 9 February 2026  
At: 18h00 – 19h00  
Venue: Sutherland High School Hall

Only two parents/guardians per family may vote. Both parents/guardians must appear on the voters' roll. Proxy votes are not allowed. Elections are conducted by secret ballot. All voters are required to produce a valid I.D. book, or driver's licence in order to vote. Only parents whose names are on the school's admissions register / voter's roll will be entitled to enter the venue and/or to vote in the election.



ELECTORAL OFFICER:  
PRINCIPAL, LYTTTELTON MANOR HIGH SCHOOL

Tel: 012-664-5698

Address: Lyttelton Manor High School  
Selborne Avenue  
Lyttelton Manor  
Centurion

NOTICE OF NOMINATION AND BY ELECTION MEETING 2026

