



County Leitrim
Vocational Education Committee



Adult Education Courses

2012



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County Leitrim VEC Adult Education Service

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Web www.leitrimvec.ie

Co. Leitrim VEC
Old Vocational School
St. George's Terrace
Carrick-on-Shannon
Co. Leitrim

Adult Education Committee

Ms. Ita Flynn

Mr. Sean Loughlin

Ms. Margaret O'Rourke

Cllr. Mary Bohan

Ms. Sinead Dore

Ms. Geraldine Mulligan

Cllr. Siobhán Mc Gloin

Mr. Sean Wynne

Cllr. Martin Kenny

Leitrim VEC Mission Statement

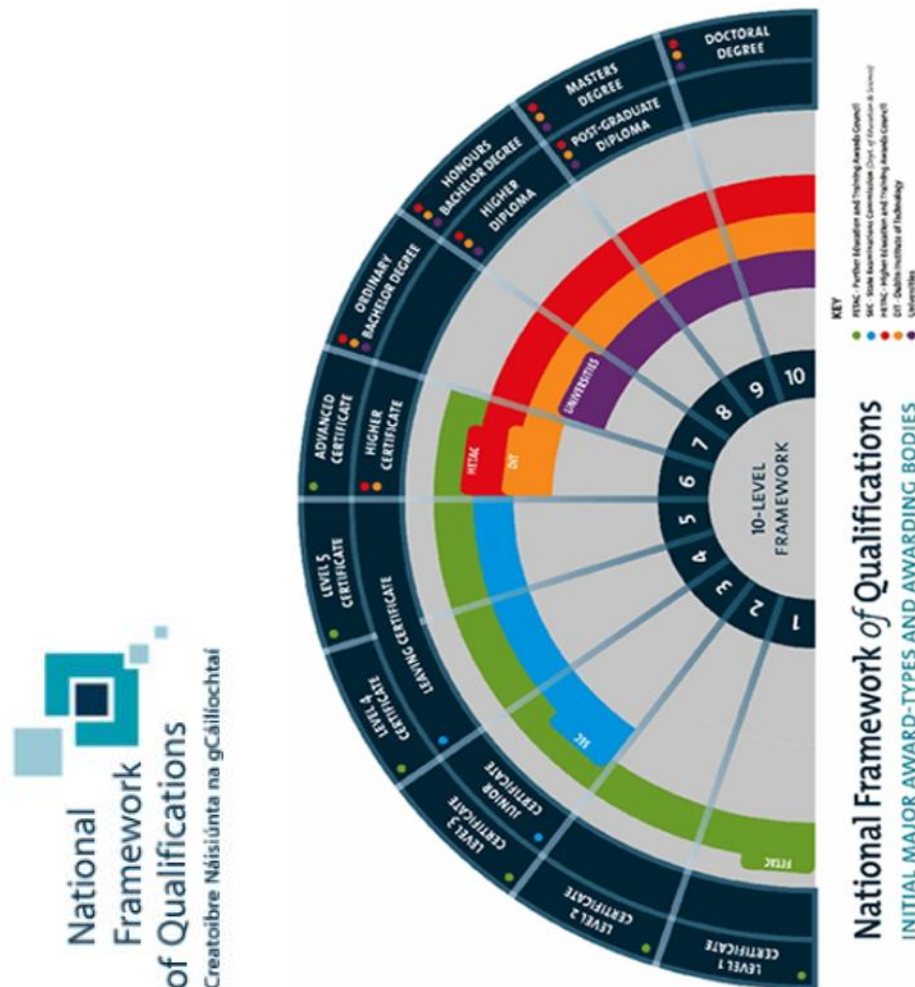
"County Leitrim Vocational Education Committee aims to provide for lifelong learning by way of a comprehensive, flexible and responsive educational programme designed to be delivered on a full time and part time basis and complimented by a range of training and support services".



Certification

The National Framework of Qualifications

The National framework of Qualifications is a framework of all qualification in Ireland. It is a structure and has ten levels. For each level, a range of standards and knowledge, skill and competence have been determined. These standards define what needs to be achieved to gain awards at each level.



Further Education and Training Awards Council (FETAC)

Introduction

This is a national body which was set up under the National Qualifications Authority of Ireland to validate and certify further education programmes and set standards on all further education courses.

FETAC awards will occupy levels 1-6 on the National Framework of Qualifications. This framework brings clarity to the further education and training sector and makes it simple of compare and understand the different awards available. Further information on FETAC is available on their website at www.fetac.ie

What is a FETAC Module?

A module is a subject. Credit is awarded for each module successfully completed (record of achievement). Module credits can be accumulated over a period of time.

What is FETAC Certificate?

Co. Leitrim VEC offers modules at FETAC level 1-5. Each certificate consists of eight modules, inclusive of three mandatory modules. Contact your course organiser for further details on individual programmes.

Higher Education Links Scheme (HELs)

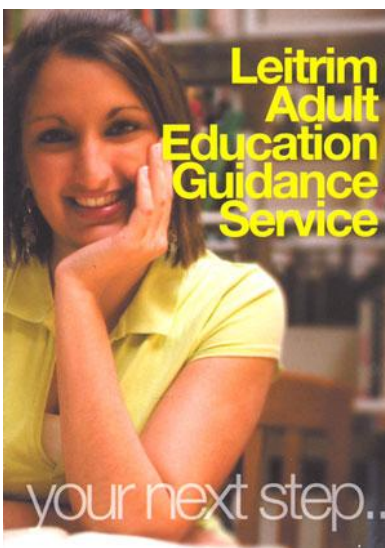
The Higher Education Links Scheme facilitates the transfer of students who have achieved a FETAC level 5 Certificate to Third Level Colleges throughout the country. There are approximately 2000 places available in over 250 colleges on this scheme. This transfer is based solely on the results of your FETAC course.

Leitrim Adult Education Guidance and Information Service

Returning to education is a big step and we can help you with it. We offer information, advice and guidance on training, education and careers. Our service is free of charge, confidential, friendly and informal.

Are you...

- Thinking about returning to or continuing with your education?
- Exploring further education and training opportunities?
- Hoping to make a fresh start?
- Looking for someone to talk to about your options?



We provide a professional **guidance service** for adults who are considering continuing with or returning to education or training and would like to speak with a qualified Guidance Counsellor about their education and training needs. We can assist you in identifying your goals and help you to plan the next steps in your journey. We can facilitate you in making your own choices and informed decisions. This service is available for adults currently on or considering VTOS, BTEI, Community Education courses and former residents of designated institutions.

Our **Information Centre** is open to all adults and provides access to information about courses, education and training opportunities and careers. We can also assist with applying for courses, money matters, childcare supports, qualifications and so on. Our Information centre has a careers and education library and you will have access to the internet to help with your research. Our Information Officer will be on hand to help you in whatever way she can.



Please contact us with any queries you may have and we try to point you in the right direction whether that be

- One to one or group sessions with a guidance counsellor
- Access to information on colleges, further education, training courses and careers
- Advice on funding opportunities
- Access to a network of support organisations
- Job search skills, CV preparation, study skills, interview techniques and assistance with application forms

Niamh Brennan or Jane Nolan

Presentation House, Main Street, Carrick-on-Shannon, Co. Leitrim

Tel: 071 9623171/ 0867743329 **Email:** info@leitrimadultguidance.com

Twitter: @leitrimguidance

Web: www.leitrimadultguidance.com

Facebook: Leitrim VEC Adult Education Services

Adult Education Part-time Hobby Courses

County Leitrim VEC

- Classes run one evening per week for ten weeks, unless otherwise stated
- Hobby courses, not accredited
- Fees attached
- Courses will commence in September 2011 subject to numbers
- If you are interested in any of the following courses please ring the school to put your name on a waiting list, or contact Judith on 0719621366.

Ballinamore Vocational School

Mr. D. Mc Caffery, Principal, Phone: (071) 9644136
Ms. Jenny Cooney, Adult Education Officer

COURSE TITLE	DAY	TIME	WKS	FEE
Introduction to Patchwork & Quilting - Commencing Tuesday Jan. 24th. Places limited to 10 people. Participants will end up with a pair of cushions and a bag at the end of the course.	Tues.	7-9pm	4	€50
Basic Internet Safety & Usage for Parents. Commencing Tuesday 24th January.	Tues.	7-9pm	4	€40

Carrigallen Vocational School

Mr. Declan Conboy, Principal, Phone: (049) 4339640

COURSE TITLE

Beginners Computers	Improvers Computers
Cookery	Gardening
Dates, times and fees to be decided	

Drumshanbo Vocational School

Mr. Martin Fallon, Principal
Aidan Mc Keon, Adult Education Officer Phone: (071) 9640440

Mr.

COURSE TITLE

Computers for Beginners	Internet/Email for Beginners
Spanish for Beginners	Spanish for Improvers
Pottery	Pilates
Yoga	Cake Decorating
Photoshop	Web Design
Dressmaking	Patchwork
Dates, times and fees to be decided	

Carrick-on-Shannon Community School

Mr. A. Jackson, Principal,
Ms. A. T. Grant, Adult Education Officer Phone: (071) 9620880

COURSE TITLE

Dressmaking	Basic Sewing Skills
Cake Decorating & Sugar Craft	Computers for beginners
Water Colours	Flower Arranging
Appliqué	Homeopathy

Project Maths for parents of first year students

Dates, times and fees to be decided

Mohill Community College

Mrs Una Duffy, Principal, Phone: (071) 9631122

COURSE TITLE

Project Maths for Parents

Dates, times and fees to be decided

Mohill Computer Training

Mr Liam O Brien, Manager, Phone: (071) 9632024

COURSE TITLE

Computers for Beginners	Photo Editing
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Dates, times and fees to be decided

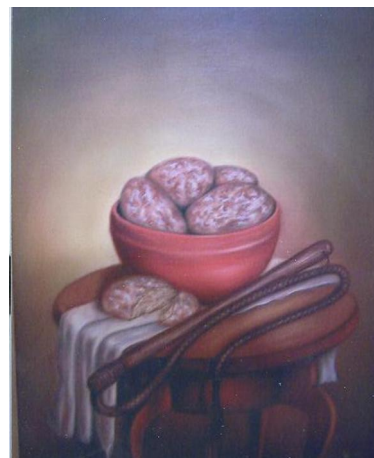
Lough Allen College, Drumkeeran

Mr. David Harding, Principal, Phone: (071) 9648017

COURSE TITLE

Woodwork	Cookery
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Dates, times and fees to be decided



Sample of work
from an Art Class

Back to Education Initiative

County Leitrim VEC

Free for people who satisfy one of the following criteria:

- Are in receipt of a social welfare payment
- Have a medical card
- Have less than leaving certificate education

Part-time accredited courses commencing in September 2011 unless otherwise stated. Courses run subject to numbers and funding.

For further details or to enrol on a course please contact the centre directly.

Drumkeeran Area

Leitrim Development Company, Rowantree, Drumkeeran

Ms. Anna Mc Ternan, Phone: (071) 9648966

COURSE	FETAC LEVEL	GROUP
To be confirmed	3 / 4	General Public



Sample of work from Horticulture and Practical Training Skills Courses

Drumshanbo Area

Drumshanbo Enterprise Centre

Mr. Michael Bruen, Phone: (071) 9641577

COURSE	FETAC LEVEL	GROUP
Business Administration - Work Experience, Spreadsheets, Databases, Text Production	5	General Public
Vocational Studies - English, Maths, Communications	4	Foreign Nationals
Practical Training Skills / Building Skills	3	Traveller Men's Group
Beginners / Improvers Computers	3/4	General Public

Leitrim County Childcare Committee, Drumshanbo

Ms. Fidelma Durkin, Phone: (071) 9640870

COURSE	FETAC LEVEL	GROUP
Supervision in Childcare	6	General Public
Childcare - commencing Sept. '12 subject to funding	5	General Public

Drumshanbo Education Centre

Ms. Lynn Thompson, Phone: (071) 9641770

COURSE	FETAC LEVEL	GROUP
Youth Training and Education	3/4	General Public

Carrick-on-Shannon Area

Drumsna Community Resource Centre

Ms. Martina Gill, Phone: (071) 9625782

COURSE	FETAC LEVEL	GROUP
Healthcare - commencing Sept. '12 subject to funding	5	General Public

Shannonside Community Childcare Unit

Ms. Barbara Sweeney, Phone: (071) 9622157

COURSE	FETAC LEVEL	GROUP
Childcare	4	Traveller Women
Crafts	4	Traveller Women

Keshcarrigan

Mr. Raymond Gilmartin, Phone: (087) 8325519

COURSE	FETAC LEVEL	GROUP
Horticulture	3/4	Men's Group

Carrick-on-Shannon

Fiona Neenan, Phone: (71) 9620024

COURSE	FETAC LEVEL	GROUP
General Learning Skills - Communica- tions, Personal Effectiveness, Workplace Safety	4	General Public

Mohill Area

Leitrim Association of People with Disabilities

Ms. Rosaleen Kielty, Phone: (071) 9651000

COURSE	FETAC LEVEL	GROUP
Healthcare - continuation	5	General Public

Mohill Enterprise Centre

Ms. Doreen Petrie, Phone: (071) 9632024

COURSE	FETAC LEVEL	GROUP
Beginners Computers	3	General Public
Computer Literacy / ECDL	4	General Public

Cannon Donohue Hall

Ms. Tina Mc Loughlin, Phone: (071) 9631253

COURSE	FETAC LEVEL	GROUP
Crafts	3	General Public



Manorhamilton Area

North Leitrim Women's Group, Beepark Centre

Ms. Evelyn Wynne, Phone: (071) 9856220

COURSE	FETAC LEVEL	GROUP
Computer Applications - Full Award	3	Women's Group
Retail Sales & Food Hygiene	4/5	General Public

Paul Hamilton, Community Education Co-Ordinator, Leitrim VEC
Tel: 0719620024



Community Education Hobby Courses

County Leitrim VEC, Paul Hamilton (Co-ordinator)

- Classes run one evening per week for ten weeks, unless otherwise stated
- Courses will commence in January 2012 subject to numbers. There are no fees attached.
- If you are interested in joining any of the groups please contact the Leitrim Adult Guidance Service for further details. Tel: 0719621371/0867743329

*TBC - To be confirmed

COURSE TITLE	VENUE	GROUP
*TBC	Ballinamore VS	Community Group
Music & Dance	RehabCare Ballinamore	Disability
Art	RehabCare Ballinamore	Disability
Yoga	RehabCare Ballinamore	Disability
Line Dancing	Fenagh Visitors Centre	Community Group
*TBC	Ballinamore Enterprise Centre	Community Group
Irish & Irish Music	Aughavas Community Centre	Community Group
Horticulture	Carrigallen VS	Community Group
Pilates	Annaduff	ICA
Arts & Crafts	St. Ciaran's Day Care, Carrick	Disability
*TBC	The Dock, Carrick-on-Shannon	Active Age
Drama	Breffni Family Resource Centre	General Public
Parenting Course	The Heritage Centre, Carrick	Under 25 years 9

COURSE TITLE	VENUE	GROUP
Hairdressing	Shannonside Community Centre	Traveller Women
Art	Aras Phadraig	South Leitrim Women's Group
Sausage Making	The Food Hub, Drumshanbo	General Public
Aromatherapy	Day Care Centre, Drumkeeran	OAP's
Interior Crafts	Day Care Centre, Drumkeeran	OAP's
Social Dancing	Ballinagar Community Centre	Breffni ICA
Digital Photography	Mohill Computer Training	Community Group
Singing	LAPWD, Mohill	Community Group
Art	Hyde Terrace Community House	Hyde Terrace Resident Ass.
Crafts	Kiltyclogher	Active Age
Parenting Course	The Glen's, Manorhamilton	Young Teens
Singing	LAPWD, Beepark Centre	Disability
*TBC	The Cabin, Rossinver	General Public



Adult Basic Education

County Leitrim VEC

This scheme provides tuition to adults who have difficulties in reading, writing, spelling, basic maths and computers. English courses are also provided for clients from other countries.

Basic English tuition is provided on a one to one basis or in small groups. Clients can avail of various FETAC courses such as: Numeracy, Childcare, Communications, Art, Personal & Interpersonal Skills, ESOL and Office Procedures. Accreditation is always on an optional basis.

For further information please contact Anne or Judith.

Tel: 0719621366 **Email:** leapadlit@eircom.net

Web: www.leitrimvece.ie

Skills for Work

6 programmes will run from September to December. These programmes are geared to people in the workforce who wish to up skill and/or gain new qualifications. Any worker or workforce is eligible to apply for these courses.

Action for Work

This is a pilot programme which will be offered to new and existing clients who wish to improve their chances of finding employment. Courses will be tailored to clients needs. Modules will include English, Numeracy, Job Search and Personal Development. Career Guidance will be available to all clients availing of these courses.

Intensive Literacy

Most clients receive two hours tuition on a weekly basis. The Intensive Literacy courses offer up to 6 hours tuition weekly and allow clients who wish to progress quickly to do so. FETAC is offered at all levels.

Family Learning

These courses are on offer to any group of parents who wish to learn techniques to aid their children's learning at home. There are two courses, one for parents of pre-school children and one for primary school children.

Dyslexia Tuition

The Scheme specialises in the area of Dyslexia and tuition can be on a 1-1 or group basis depending on clients' needs and goals. All tutors are trained in Dyslexia and tuition is geared to the specific learning difficulty in each case.

Literacy for Speakers of Other Languages: Many clients learn to speak our language but may need tuition to master the written form. Again classes are available from the most basic level for two hours weekly.

Group and 1-1 Tuition

All clients can now avail of FETAC levels 1-4 in the coming term. Existing groups will continue and new clients will be assessed and placed in the tuition format that suits them.

Numeracy

The LEAP Scheme is now offering Numeracy as a subject on its own. Clients who wish to improve their maths skills will, post assessment, follow a course tailored to their specific needs. Topics covered can include dealing with money, percentages, discounts, measurement etc.

Driver Theory

Many people find the driver theory test intimidating so the centre offers tuition dealing specifically with the test. Clients practise the test in the centre on official driver theory cds and an experienced tutor shows them techniques to ensure they learn the theory and pass the test successfully.

ESOL Classes

We offer classes at 3 levels in accordance with the Common European Framework for languages i.e. A1 to B1

A Basic Speaker

A1 Breakthrough or beginner

A2 Way-stage or elementary

B Independent Speaker

B1 Threshold or intermediate

Carrick-on-Shannon

Enrolment for classes is on **Wednesday January 18th from 4 to 7 pm at the Leap Centre Carrick-on-Shannon, Co. Leitrim.**

ESOL classes at all levels will start week beginning 23/01/12. All new students will be assessed to determine level.

Manorhamilton

Enrolment for classes is on **Tuesday January 19th from 4 to 5 pm at the Beepark Resource Centre, Manorhamilton, Co. Leitrim.**

ESOL classes at all levels will commence that night at 6pm. Classes available in Manorhamilton at 2 levels: A1 and A2. All new students will be assessed to determine level.

Classes run over 2 hours per week (daytime or evening, depending on demand), finishing in June 2012.

City & Guilds' exams (Internationally recognised Certificates) at all 3 levels can be taken at that time at a further cost of €35 for everyone, working or not.



Post Leaving Certificate (PLC) Courses

County Leitrim VEC

Post Leaving Certificate are full-time courses. Courses commence in September 2011 subject to numbers and funding. Financial supports are available depending on your eligibility. Please contact the Adult Guidance Service, 0719621371, for further details.

Drumshanbo College of Further Education

Sean Wynne, Drumshanbo VS, Tel: 0719641085

Business IT

Course Objective:

The Business IT course, established over forty years, is continuing to update Post Leaving Certificate students and adults who may wish to return to the workplace, or provide an opportunity to upgrade information Technology skills.

Course Content:

ECDL and FETAC Level 5 Full Award.

Modules Include:

Communications	Typing
Work Experience	Customer Service
Information and administration and Computerised Teleservices	Internet-Web Design Accounts-Manual Word-processing (Word)
	Spreadsheets (Excel)Database Methods (Access)
Computer Applications	Information Technology Skills
Desktop Publishing	

Certification:

Students should obtain an ECDL Award and FETAC Level 5 Certificate in Business Studies - Secretarial (BBSSX)

Entry requirements:

Leaving Certificate or FETAC Award or equivalent: the College considers mature applications who wish to return to full-time education.

Traditional Irish Music

Course Objective:

The aim of this course is to give students a broad understanding of traditional Irish music as well as Irish song, dance and folklore. The main focus of the course is on practical experience, i.e., playing Traditional Irish music on suitable instruments. All instruments and levels are welcome - no previous experience is necessary

Course Content:

Traditional Music	Computer Applications	
Music	Music Industry Studies	
Communications	Event Production	Work
Experience	Folklore	

Certification:

Successful candidates will be awarded a Performing Arts-Music EPAMX FETAC Level 5 Certificate.

Entry Requirements:

Leaving Certificate or FETAC Award or equivalent: the college considers mature applicants who wish to return to full time education.

Media Engineering

Course Objective:

This course is offered as a practical introduction to sound engineering, meeting the needs of a range of learners following multimedia orientated courses and establishing a foundation for further studies. The course combines practical training and experience with theoretical appreciation. It meets a wide range of vocational needs through emphasis on responsibility, good work practices, creativity, effective communication and co-operation.

Certification:

Successful Candidates will be awarded a FETAC Level 5 Certificate in Performing Arts Music EMEXX. www.fetac.ie

