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Improve your qualifications

Meet new and interesting people

Enhance your skills for the workplace

SCOIL
MHUIRE
COMMUNITY SCHOOL
CLANE

ADULT EDUCATION
EVENING & DAYTIME COURSES
AUTUMN TERM 2024

Classes Start Monday 23rd September

OPEN NIGHT IN SCOIL MHUIRE

Thursday 12th September - 7.00PM - 9.00PM

Find out more information on our courses

Speak with some of the centre's tutors & staff

ALL WELCOME!

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WEB : WWW.CLANESM.COM

PHONE : 045 868255

Department Staff

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Ann O Gorman.

Administration and Support Team:

Jacqueline Slattery,

Colette Breslin,

Bernie Holligan.

Night Staff:

Eileen Cribbin

Scan the code to view online brochure:



ENROLMENT

All Courses will run for EIGHT WEEKS unless otherwise noted.

Mid Term Break: Monday 28th October to Friday 1st November

SDL

Courses identified with this symbol will have some element of self directed learning.

These courses will require learners to access some resources online in addition to the in school hours listed in brochure.

COURSES BEGIN:

Monday 23rd September

Tuesday 24th September

Wednesday 25th September

Thursday 26th September (Daytime Only)

Friday 27th September (Daytime Only)

HOW TO ENROL:

Enrol using VISA, MASTERCARD or LASER. (LASER cards do not incur a transaction fee. A fee is applied to CREDIT card users).

POSTAL ENROLMENT:

Save queuing and enrol by post. Payment accepted by cheque, postal order or bank draft. Complete Postal Enrolment Form and return it with full fee payment to:

Scoil Mhuire Adult Education, Clane, Naas, Co. Kildare.

ONLINE ENROLMENT:

To enrol anytime visit www.clanesm.com

TELEPHONE ENROLMENT:

Phone 045 868255.

Lines open Monday-Thursday from 9.30am to 4.30pm and on Friday from 9.30am-1.30pm.

FOR FURTHER INFORMATION

Telephone: 045 868255

Email: info@clanesm.com

Website: www.clanesm.com

Facebook: www.facebook.com/clanesm

Address: Scoil Mhuire Adult Education,

Clane, Naas, Co. Kildare.

PAYMENT OF FEES

Fees must be paid in full on Enrolment or by Payment Plan Options.

Payment Plan Options: Choose a Payment Plan Option to suit you

1. Full Payment
2. Payment by monthly instalments.

Fees: Are non-refundable except where a course is not formed or the Director closes a course.

All cheques should be crossed and made payable to:

Scoil Mhuire Adult Education Account.

Fee reductions may apply.

Class Materials: Where necessary a charge will be made for class materials.

Gift Vouchers: Can be purchased in the office during office hours.

TERMS & CONDITIONS

QQI Courses:

Scoil Mhuire Community School is registered with QQI to offer programmes leading to QQI awards in the National Framework of Qualifications & adheres to the Equal Status Act 2000.

QQI Requirement:

All QQI courses facilitate Self Directed Learning (SDL). Hours stated indicate minimum Tutor/Learner contact hours. All Learners' English Oral and Communication skills should be appropriate to the QQI level which they wish to study.

Car Park:

Over 270 car parking spaces available on school grounds. Cars are parked at owner's own risk.

Car Park closes at 9.45pm.

No Smoking :

Smoking is prohibited by law in any part of the school building or school grounds.

Health & Safety:

All course participants attend at their own risk. Neither the Minister for Education nor the Board of Management and their officers accept liability for damage or injury to persons or property, while present in the school or its precincts.

Courses:

- Formation of courses will depend upon sufficient enrolments for the course.
- The Director reserves the right to close a course and refund fees or to alter times & dates of a course if deemed necessary.
- Course content may be subject to change.
- After you enrol, we will contact you if your course is not formed or is delayed.

Age Requirement:

Participants must be at least 18 years of age in order to enrol in Adult Education Courses.

New Courses:

If you feel you would be suitably qualified and would like to give a particular course please contact us.

No.

Course

Time

Page

MONDAY

0106	Healthy Ageing	11:00 a.m. 1:00 p.m.	18
0104	Chair Yoga	9:45 a.m. 10:45 a.m.	20

TUESDAY

0201	Special Needs Assisting	10:30 a.m. 1:00 p.m.	23
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WEDNESDAY

0301	Somatic Movement Education	9:30 a.m. 11:00 a.m.	21
0305	Spanish - Beginners	9:30 a.m. 11:00 a.m.	12
0323	Oil & Watercolour Painting	11:45 a.m. 1:45 p.m.	14

THURSDAY

0409	Piloga	9:30 a.m. 10:30 a.m.	20
0418	Cognitive Behavioural Therapy	10:45 a.m. 12:45 p.m.	16

FRIDAY

0508	Flower Arranging	9:30 a.m. 11:30 a.m.	24
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D

Daytime classes marked thus throughout the brochure:

New Courses This Term:

6022	Mask Making	14
6023	Puppet Making	14
6024	Illustrate a Story	15
6025	Sculpture Techniques: Clay Modeling and Mold Making with Casting	14
6025	Pilates - Beginners	20
6025	Pilates - Intermediate	20

OPEN NIGHT IN SCOIL MUIRE

Thursday 12th September - 7.00PM - 9.00PM

Find out more information on our courses

Speak with some of the centre's tutors & staff

ALL WELCOME!

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Welcome to our New Autumn 2024 Brochure!

We have been busy preparing our Autumn Brochure - We hope we have something for everyone - Further your education, improve your skills, learn a new hobby!



No.	Course	Code	Page
8044	Bookkeeping: Manual and Computerised	5N1354	9
8074	Business Administration Skills	5N1610	10
8095	Care of the Older Person	5N2706	22
8100	Communications	5N0690	22
8001	Digital Marketing	5N1364	10
8012	Infection Prevention and Control	5N3734	23
8076	Information and Administration	5N1389	11
8075	Medical Terminology	5N2428	9
8011	Payroll: Manual & Computerised	5N1546	9
8082	Psychology	5N0754	21
8018	Special Needs Assisting	5N1786	23
0201	Special Needs Assisting	5N1786	23
8106	Special Needs Assisting (Level 6)	6N1957	24
8038	Training Delivery And Evaluation (Train the Trainer)	6N3326	19

Please also visit www.qqi.ie for further details of all QQI Modules including all Major awards.

CERTIFIED COURSES

No.	Course	Award	Page
7016	Make-Up (ITEC Certified)	Level 2 Certificate	15
1013	MICROSOFT® Excel - Office Specialist	Certificate	8
1031	ICDL Workforce (ECDL)	Certificate	8
5023	Practical First Aid	Certificate	23

Scott Muire Clane

HEALTHCARE SUPPORT COMPONENT AWARDS CERTIFIED BY QQI



Care of the Older Person 5N2706
Communications 5N0690

Rewarding and Fulfilling Career While Helping Others

Successful completion of a Level 5 Major Award in Healthcare Support provides a recognised qualification necessary for working as a Health Care Assistant in a variety of settings, including hospitals, maternity care, day and residential care, community and the home. It is suitable for those wishing to embark on a career in caring and those already working in the sector who wish to gain a recognised qualification. Graduates may progress to related health and social care courses in the Institutes of Technology through the Higher Education Links scheme by CAO application.

The following modules are scheduled to run this term:

- Care of the Older Person 5N2706
- Communications 5N0690

See Page 22 of the Brochure

Each module has a credit value of 15 and in order to achieve a major award in "Healthcare Support" you need to have 120 credits. 150 hours work experience must also be achieved and certified by a Supervisor within work placement.



YOUR PATH TO A QQI AWARD

**HIGHER COMPLETION RATES
WITH BETTER RESULTS!**



Face to Face Classes



Experienced Tutors



Support for all Learners

Step by step at a pace to suit you

ICDL WORKFORCE (ECDL)



Course No. 1031

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €325

Essentials Certificate - Certified by ICDL

(Payment Plan Option)

ICDL (formally known as ECDL) is Ireland's most popular digital skills programme with a range of 30 modules. The quality and reputation of ICDL is built on over twenty years delivering certification programmes to over 15 million people in more than 40 languages worldwide, with more than 2.5 million ICDL tests taken annually.

ICDL Workforce is designed to build the digital skills of the modern workplace. We offer 4 modules as part of the ICDL Workforce programme.

See www.classlink.ie/icdl for full details of all ICDL modules.

1. Computer and Online Essentials

This module covers the main concepts and skills needed for using computers and devices, file and application management, networks, online information, online communication, and safety.

2. Documents

Develop the skills needed to create complex documents that are attractive and easy to read.

This module covers the knowledge and skills needed to create clearly presented, well-structured documents.

3. Spreadsheets

Develop the key skills needed to organise and analyse data using spreadsheet software. The Spreadsheets module covers the main concepts and skills needed to use spreadsheets, such as tasks associated with developing, formatting, modifying, and using a spreadsheet.

4. Presentation

The Presentation module covers the main concepts and skills needed to work with presentation software to create and use presentations. Presentations are a helpful way of communicating information, whether it is to be delivered by a speaker or used as a reference or guide.

Some computer experience is essential and beginners should consider completing **Course No. 1009 'Computers For Improvers: Pre - ICDL'** prior to attempting this course.

Important: Learners should allow for time between classes to access available online elearning resources. ICDL Tests may be completed after course ends if additional time is required.

MICROSOFT® EXCEL - OFFICE SPECIALIST



Microsoft



Course No. 1013

Sessions: 8

Monday

7:30 PM - 9:30 PM

Fee: €120

Certificate - Certified by Microsoft*

Additional Costs (Optional) - eLearning Pack including Exam Voucher €10

Gain a solid foundation in Excel 2019. This course is suitable for improvers (Optional Certificate).

Complete practical projects in a relaxed workshop environment. Learn the terminology, create and manage worksheets and workbooks, create cells and ranges, create tables, apply formulas and functions, create charts and objects. Create professional quality spreadsheets.

***Optional:** Undertake Microsoft Office Specialist Excel 2019 Exam and become a Microsoft IT Academy Office Specialist. Immediate results using the most modern testing methods. Test yourself in advance using automated practice exams. Put Microsoft on your CV! Optional eLearning pack and testing cost extra as above.

(External Test Center Fee will be approx. €25 - Not payable to Scoil Mhuire)

COMPUTERS BEGINNERS

Course No. 1005

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €120

This course will help you learn the basics and enable you gain confidence to use the Internet, send emails, create documents, and share photos online, find and enjoy content online. This course will introduce you to lots of interesting Internet sites and services. Learn the basics in a relaxed workshop class environment.

COMPUTERS IMPROVERS

Course No. 1008 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Suitable for those who have some basic computer skills or for those who have completed the Computers (Beginners) course. Topics may include: File management, Email, Creating and sharing documents using MS Office and Google Workspace, Sharing photos online, YouTube, Safety online. This course will help you to use your computer more efficiently and will introduce you to lots of interesting online sites and services. Tips, tricks, and links shared in a relaxed workshop class environment.

COMPUTERS FOR IMPROVERS: PRE - ICDL

Course No. 1009 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

This Pre - ICDL course is designed to help learners develop the confidence and skills required to proceed and undertake the 'ICDL Workforce (ECDL)'. Description as Evening Course No. 1008 Above.

AUTOCAD

Course No. 1010 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€190

(Payment Plan Option)

This course is designed for people working in industry i.e. Engineering, Architecture or Design, Apprentices in many of the trades, Students who are in or hope to follow a Third Level College Course. A student who successfully completes this course will have the ability to set up and use AutoCAD software for the production of a wide variety of Drawings. Some computer experience necessary.

BUSINESS - LEGAL - ACCOUNTING

BOOKKEEPING: MANUAL AND COMPUTERISED



Course No. 8044 Sessions: 16 Wednesday 7:30 PM - 9:30 PM Fee:€390

Level 5 Component Code 5N1354 - Certified by QQI

(Payment Plan Option)

This is a course in both Manual and Computerised Bookkeeping. QQI Level 5 Component Certificate will be available upon completion of both Term 1 (Manual Bookkeeping) and Term 2 (Computerised Bookkeeping) using Sage 50.

The course will appeal to those considering self employment or working (or intending to work) as a BookKeeper. (Memory stick required).

This may lead to a major award in Business Administration Code 5M2468.

PAYROLL: MANUAL & COMPUTERISED



Course No. 8011 Sessions: 12 Tuesday 6:30 PM - 9:30 PM Fee:€390

Level 5 Component Code 5N1546 - Certified by QQI

(Payment Plan Option)

Exam will be held during the 12th session - Date to be confirmed.

This course will provide you with the knowledge and skills necessary to maintain payroll records for small to medium sized businesses covering terminology, calculations and the production of statutory reports. Sage Micropay used. (Memory stick required).

Students should be familiar with how to use a computer, USB Key and Excel/Google Sheets.

This may lead to a major award in Business Administration Code 5M2468.

MEDICAL TERMINOLOGY



Course No. 8075 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€290

Level 5 Component Code 5N2428- Certified by QQI

(Payment Plan Option)

This course covers the medical terminology applicable to a medical receptionist or secretarial role in a medical practice, clinic and or hospital context. Medical secretaries work in a variety of areas in the medical field, such as general practice, dental practice and hospitals. Opportunities exist abroad for those with language skills. Many successful learners progress to third level institutions through the Higher Education Links Scheme (HELS).

5N2428 is a component of the Major award 5M1997 Office Administration.

DIGITAL MARKETING



SDL

Course No. 8001

Sessions: 8

Monday

7:00 PM - 9:30 PM

Fee: €225

Level 5 Code NI364 - Certified by QQI

(Payment Plan Option)

This course will introduce students to the core principles required to develop and implement digital marketing strategies and activities. It is ideal for business owners looking to promote their business online, people working with websites who wish to acquire up to date skills, anyone working in a marketing role who wishes to acquire online marketing skills or people who wish to gain a professional, accredited qualification in digital marketing.

The course covers the following topics -

Introduction to Digital Marketing, Search Engine Marketing, Pay Per click & Display advertising, Email Marketing, ecommerce, user experience and web design, Mobile Marketing, Google Analytics, Social Media Marketing, Digital strategy and planning.

This is a valuable opportunity to see how industry leaders plan and implement digital strategy.

Upon completion you will have a clear understanding of the various channels and activities required to plan, implement and manage a comprehensive digital marketing campaign.

This module is a component of “eBusiness” 5M0828 and “Marketing” 5M2069

ONLINE & DIGITAL MARKETING

Course No. 3036

Sessions: 8

Monday

7:00 PM - 9:30 PM

Fee: €175

This course is ideal for people looking build a career in digital marketing, business owners looking to promote their business online or for those looking to build on existing marketing skills.

This course will cover the following subjects -

Introduction to digital marketing, Search engine optimisation, pay per click advertising, email marketing, Digital display advertising, mobile marketing, web analytics, Google Adwords and Social media.

This course will also show you how to create a digital marketing campaign and how to maximise response from a tight budget. At the end of this course you will have a clear understanding of the various channels and activities required to plan, implement and manage a comprehensive digital marketing campaign.

BUSINESS ADMINISTRATION SKILLS



SDL

Course No. 8074

Sessions: 8

Monday

7:30 PM - 9:30 PM

Fee: €290

Level 5 Component Code 5NIG10 - Certified by QQI

(Payment Plan Option)

- Explore the different types of departments and examine the main functions of management and the role and impact of Human Resource management in an organization.
- Examine a range of recruitment options and current employment rights legislation.
- Learn about the need for Quality Assurance systems and the various techniques used to ensure quality in different types of organisations.
- Learn about financial controls.
- Explore Insurance requirements also learn how to implement and adhere to an organisations systems and procedures.
- Learn how to process a range of business documentation and use a range of hardware and software to provide administrative support.

This module is an elective component in the Major Award “Office Administration Skills” and a mandatory component in “Business Administration Skills”.

Progression route:

Employment within the Business, Finance, Administration and Marketing sectors.

Progression to 3rd level courses through the Higher Education Links Scheme (HELs).

START AND GROW YOUR OWN BUSINESS

Course No. 3031 Sessions: 7 Tuesday 7:30 PM - 9:30 PM Fee:€100

The course covers the following topics:

- Start ups, Banking, Business Loans, Contracts.
- Day to day Running of your business.
- Cash flow projections, Sales Targets & Sales pipe lines.
- Grow your client base, month by month.
- Sales & Marketing on a tight Budget.
- Grants, Law, Web Sales, Contracts of Employment,
- Company registration & Tax/Vat Returns

INFORMATION AND ADMINISTRATION



Course No. 8076 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€290

Level 5 Component 5NI389 - Certified by QQI

(Payment Plan Option)

The purpose of this award is to equip the learner with the knowledge, skill and competence required to understand how information is processed within organisations and the various systems and methods in use and to enable the learner to operate effectively, under supervision in a range of organisations.

Organisational charts Effective diary management system,
 Roles and functions in the planning and conduct of a range of business meetings,
 Manual or computerised database filing system, Use of office equipment and resources,
 Document collation and proofing and payment validation, Organise inward and outward postage,
 Diary management to include meeting notices and minutes and the preparation of business trip itineraries, Prevent unauthorised access to files and records.

This may lead to a major award in [Business Administration Code 5M2468](#).

LEAVING CERTIFICATE SUBJECTS

LEAVING CERT IRISH (HONOURS)

Course No. 2004 Sessions: 10 Tuesday 7:30 PM - 9:30 PM Fee:€135

(Payment Plan Option)

Written and oral covered. Course taught by experienced examiner. Leaving Certificate students only.

LEAVING CERT MATHS (HONOURS)

Course No. 2001 Sessions: 20 Monday 6:00 PM - 8:00 PM Fee:€270

Complete course will be offered over two terms Autumn and Spring.

(Payment Plan Option)

For 6th year students.

SHAKESPEARE FOR 6TH YEAR STUDENTS (HONS)

Course No. 2008 Sessions: 10 Wednesday 8:00 PM - 9:30 PM Fee:€120

Great preparation for Leaving Certificate English students with a close analysis of King Lear, the prescribed Shakespearean play for 2025. For 6th Year students only.

LEAVING CERT MATHS (HONOURS) FOR 5TH YEARS

Course No. 2032 Sessions: 20 Monday 8:00 PM - 9:30 PM Fee:€240

Complete course will be offered over two terms Autumn and Spring.

(Payment Plan Option)

LEAVING CERT MATHS (HONS) FOR TRANSITION YEAR STUDENTS

Course No. 2026 Sessions: 10 Monday 8:00 PM - 9:30 PM Fee:€120

For students currently in Transition Year. Great foundation for Leaving Cert honours maths.

LEAVING CERTIFICATE SUBJECTS

LEAVING CERT MATHS (ORDINARY LEVEL)

Course No. 2002 Sessions: 20 Tuesday 8:00 PM - 9:30 PM Fee:€200
(Payment Plan Option)

Great preparation for Leaving Certificate. Leaving Certificate students only.

LEAVING CERT BIOLOGY (HONS)

Course No. 2003 Sessions: 20 Tuesday 7:00 PM - 9:00 PM Fee:€270
(Payment Plan Option)

Great preparation for Leaving Certificate. Leaving Certificate students only.

LEARNING SKILLS (EVENING)

Course No. 2007 Monday, Tuesday, Wednesday, Thursday 4:00 PM - 6:00 PM

Note: Places are limited - Fees are non-refundable.

LANGUAGES

SIGN LANGUAGE - BEGINNERS

Course No. 4018 Sessions: 8 Wednesday 7:30 PM - 9:00 PM Fee:€90

The course is designed to enable learners to communicate using basic Irish sign language (ISL) which is used among the Irish Deaf Community. Learn to communicate about familiar, day to day topics and activities, deaf community and deaf culture. By the end of the course learners will be able to communicate using ISL, understand basic questions/answers using ISL conversation, and sign a short story.

SIGN LANGUAGE - IMPROVERS

Course No. 4019 Sessions: 8 Monday 7:30 PM - 9:00 PM Fee:€90

The course is designed to enable learners to improve their knowledge of Irish sign language (ISL). Learn to communicate about familiar, day to day topics and activities, deaf community and deaf culture. By the end of the course learners will be able to communicate with deaf people using sign language, understand basic questions/answers using ISL conversation, and sign a short story.

CONVERSATIONAL IRISH

Course No. 4003 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

Expand on your 'Cúpla Focal' in a relaxed and friendly environment.

SPANISH - BEGINNERS

Course No. 4001 Sessions: 8 Monday 6:30 PM - 8:00 PM Fee:€90

An introduction to Spanish language, covering everyday situations, with emphasis on pronunciation and oral practice. Just the course to get you started.

SPANISH - BEGINNERS

Course No. 0305 Sessions: 8 Wednesday 9:30 AM - 11:00 AM Fee:€90

Course description as evening course no. 4001 above.

SPANISH - BEGINNERS

Course No. 4004 Sessions: 8 Wednesday 8:00 PM - 9:30 PM Fee:€90

Course description as evening course no. 4001 above

SPANISH - IMPROVERS

Course No. 4002 Sessions: 8 Monday 8:00 PM - 9:30 PM Fee:€90

For those who have taken a Basic Course in Spanish.

FRENCH BEGINNERS

Course No. 4009 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120
 Suitable for beginners. Prepare for your holiday in France, move on to Conversational French next term.

FRENCH IMPROVERS CONVERSATION AND CULTURE CLASSES

Course No. 4008 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120
 Looking to improve your spoken language and try something new, gain the confidence to hold everyday conversations in French, while learning more about La culture française? This course will focus on developing and expanding on your overall spoken French and pronunciation, providing you with the language needed to engage in everyday conversations with others. Classes explore the French language in the context of her culture in fun and engaging ways. Classes follow a thematic approach to learning, helping you discover more about the language and culture using various approaches such as games, in-class projects, some art, use of visuals, music and so on. Be prepared to get stuck in, get creative and get speaking en français, all in a relaxed environment! Berets and stripes welcome. À bientôt.

ITALIAN BEGINNERS

Course No. 4010 Sessions: 8 Monday 7:00 PM - 8:30 PM Fee:€90
 Enjoy learning Italian, discovering something new about Italy and her people.

GERMAN BEGINNERS

Course No. 4012 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120
 Learn a new language and dip into the customs of German speaking countries.

ARTS - PHOTOGRAPHY

PHOTOSHOP & LIGHTROOM FOR PHOTOGRAPHY

Course No. 6174 Sessions: 8 Monday 7:00 PM - 9:30 PM Fee:€160
 (Payment Plan Option)

Learn Understand the necessary functions of Lightroom and Photoshop. Develop a simple post production workflow. Manage and store your photo files and optimise the quality of your images before exporting for print or the web. Edit, repair and make colour adjustments in Lightroom. Edit with layers and masks in Photoshop. Whether you're new to Photoshop & Lightroom or an improver this course will have something to offer. **Free access to Photoshop & Lightroom for the duration of the course.** Students must have their own laptop.

CREATIVE PHOTOGRAPHY & TECHNIQUES

Course No. 6030 Sessions: 8 Tuesday 7:00 PM - 9:30 PM Fee:€140
 In this practical, hands-on course you will be introduced to your camera's manual controls and the basic camera functions. Get to grips with exposure using aperture & shutter speed to get perfect photos every time. Class topics include, creative depth of field and motion. Composition and lighting for portraits, still-life, landscape & nature. This course is suitable for beginners and improvers.

DRAWING THE PORTRAIT

Course No. 6076 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120
 Cost Materials €20 approx.

This course is designed for learners who have an interest in sketching portraits that achieve a good likeness. Suitable for absolute beginners and those who have some knowledge in drawing techniques. You will need to purchase your own drawing supplies.

ARTS - PHOTOGRAPHY

MIXED MEDIA

Course No. 6061 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee: €120

Cost Materials €20 approx.

This course includes a range of varied artistic techniques such as drawing, collage, printmaking, felting and more, each to be explored over the 8 weeks and on completion the students will have their own mixed media art pieces to take home. This course is beginner friendly and would suit anyone who is interested in arts and crafts and wants to learn new skills and create interesting artworks. Learn to draw a variety of subjects using pencil, charcoal and chalk pastels.

PAINTING WITH ACRYLICS

Course No. 6059 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee: €120

(Cost of materials extra)

A course for beginners in the technique of painting with this versatile, fast drying medium. Also included will be the theory of colour and colour mixing, collage and still life painting. (Materials list available from office).

OIL & WATERCOLOUR PAINTING

Course No. 6060 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee: €120

(Cost of materials extra.)

Learn oil and watercolour painting in a relaxed and supportive environment. The focus of this class is on developing individual abilities in painting style and expression by providing advice and demonstrations of techniques. Class tutor is experienced and is a practising artist. A course for beginners and the experienced.

OIL & WATERCOLOUR PAINTING

D

Course No. 0323 Sessions: 8 Wednesday 11:45 AM - 1:45 PM Fee: €120

Description as Evening Course No. 6060 Above.

MASK MAKING

NEW

Course No. 6022 Sessions: 8 Tuesday 7:00 PM - 9:00 PM Fee: €120

(Materials extra)

In this course, we will embark on a journey to explore the history, cultural significance, and symbolism of masks from around the world. By the end of this course, you will have the skills and knowledge to design and create your unique mask using the papier-mâché technique.

SCULPTURE TECHNIQUES: CLAY MODELING AND MOLD MAKING WITH CASTING

NEW

Course No. 6025 Sessions: 8 Tuesday 7:00 PM - 9:00 PM Fee: €120

(Materials extra)

Join us on this exciting journey as we explore the intersection of clay modeling and mold making in the realm of sculpture. Explore the versatile mediums of clay and casting. We will delve into the art of clay modelling, mastering the techniques of shaping and sculpting, before transitioning into the intricate processes of moldmaking and casting. Whether you're a beginner or an experienced artist, get ready to unleash your artistic potential and bring your sculptural visions to life!

PUPPET MAKING

NEW

Course No. 6023 Sessions: 8 Tuesday 7:00 PM - 9:00 PM Fee: €120

(Materials extra)

A puppet making workshop is a creative and hands-on experience where participants can learn to design and construct their own puppets. Participants are guided through the process of designing their puppet characters using a variety of materials such as fabric, foam, papier-mâché, or even recycled objects to bring their puppet to life. Includes tips on puppet manipulation and performance, helping participants understand how to bring their puppets to life through movement and expression.

ILLUSTRATE A STORY

NEW

Course No. 6024

Sessions: 8

Tuesday

7:00 PM - 9:00 PM

Fee:€120

(Materials extra)

Creating illustrations for tales involves capturing the essence of the story visually, bringing characters, settings, and emotions to life. Create storyboards or sketches to plan out your illustrations. Release your creativity and enjoy the process of storytelling through art!

ART WORKSHOP

Course No. 6039

Sessions: 8

Monday

8:00 PM - 9:30 PM

Fee:€90

Cost Materials €10 approx.

3 layer Art Brush Painting, Face Mandala, Coffee Painting, Basic Portrait, Doodle, Zentangle, Fusion Art, Revising basics and Live Painting. A picture paints a thousand words

BEAUTY - FASHION

MAKE-UP ARTIST - INTRODUCTION

Course No. 5027

Sessions: 8

Monday

7:30 PM - 9:30 PM

Fee:€120

Cost of Kit extra.

- Skin types & conditions, matching your foundation, colour correction & colour theory, contouring, highlighting, sculpting, shading
- Eyebrows, strong lips, eyeliner techniques.
- Day & Evening make up
- Bridal makeup
- Make-up for the mature lady and smokey eyes
- Individual & strip lash application.

Small kit & brush requirement for this course, available on first night. Make-up brushes available to purchases in the class, approx €30 for the full set of brushes including eyelashes.

MAKE-UP (ITEC CERTIFIED)

Course No. 7016

Sessions: 20

Tuesday

7:30 PM - 9:30 PM

Fee:€500

Level 2 Certificate - Certified by ITEC

(Payment Plan Option)

Examinations: www.itecworld.co.uk.

Exam Fee, Kit and Materials extra.

Cost of Kit approx. €100

This course is suitable for beginners covering all the basics of makeup artistry. Includes:

- Face shapes - Contouring (Highlighting and Shading)
- Skin tones - corrective make-up, camouflage makeup, base application
- Skin types - Analysis, cleansing, toning, moisturising and skin prep
- Eye shapes and correction
- Lip Shapes and correction
- Skin disorders and Contraindications
- Day make-up, Evening make-up, Bridal make-up
- Using different textures / mediums
- Application of false lashes - individual, strip and partial
- Photographic Makeup - Making changes for colour or black and white mediums
- Effects of lighting on makeup
- Sterilisation/ sanitisation of tools plus many more
- Airbrush Make-up - demonstration



NB: Students are required to create a portfolio of work throughout this course. Students may be required to practice or complete some course work outside of course hours. Students are required to work on each other throughout the course.

HUMAN BEHAVIOUR - MIND

COUNSELLING - AN INTRODUCTION

Course No. 6028 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Introduction to basic counselling skills & practice. The focus will be on experiential learning through group interaction and participation. It aims to provide a foundation for those interested in pursuing further studies in the field and is also suitable for Parents, Teachers and Care Workers .

COGNITIVE BEHAVIOURAL THERAPY

Course No. 6155 Sessions: 8 Monday 7:00 PM - 9:00 PM Fee:€120

Become your own inner therapist. Learn how negative trains of thought can negatively affect your life on a daily basis. C.B.T. is a powerful personal tool that can change your life in surprising ways. Using the skills of C.B.T. in a supportive group can support you in "thinking better to feel better".

COGNITIVE BEHAVIOURAL THERAPY

D

Course No. 0418 Sessions: 8 Thursday 10:45 AM - 12:45 PM Fee:€120

Become your own inner therapist. Learn how negative trains of thought can negatively affect your life on a daily basis. C.B.T. is a powerful personal tool that can change your life in surprising ways. Using the skills of C.B.T. in a supportive group can support you in "thinking better to feel better".

PSYCHOLOGY - AN INTRODUCTION

Course No. 6027 Sessions: 8 Monday 7:30 p.m. - 9:30 p.m. Fee:€120

This course introduces you to the area of Psychology. Course includes subjects such as Personality, Emotion, Abnormal behaviour, Cognition, Perception and Social Psychology.

DANCE - SPORTS - FITNESS

LINE DANCING

Course No. 5014 Sessions: 8 Wednesday 7:30 PM - 8:30 PM Fee:€70

Back by popular demand and offering a great social night of Line-Dancing. Learn a range of line-dances, from old traditional country western line-dancing to the modern style line-dancing that is currently filling the dance floors. Easy to follow routines & fantastic music in a friendly atmosphere.

DANCE WORKSHOP

Course No. 5047 Sessions: 8 Wednesday 7:00 PM - 8:00 PM Fee:€70

Beginner level Constructing the body, Movement Technique and Improvisation, Hand Choreography, Sitting Choreography, Dance Choreography.

BALLROOM DANCING FOR BEGINNERS

Course No. 5059 Sessions: 8 Tuesday 7:30 PM - 8:30 PM Fee:€70

Would you like to learn to dance for fun or for that special occasion? Learn Ballroom Dancing, Latin, American, Waltz, Quickstep, Jive and Cha Cha Cha in a fun and friendly environment.

BOXERCISE

Course No. 5035 Sessions: 8 Monday 8:15 PM - 9:15 PM Fee:€70

Boxercise is an effective form of cross training that incorporates a combination of boxing movements and aerobics. This makes it a fun activity and also improves rhythm, co-ordination as well as burning calories! Classes include shadow-boxing, skipping, kicking punch bags, press-ups, shuttle-runs and sit-ups. Suitable for men and women of all ages and all fitness standards. Note, there is no physical hitting of an opponent, so boxercise is an enjoyable and safe workout for everyone!

CIRCUIT TRAINING

Course No. 5053 Sessions: 8 Wednesday 8:00 PM - 9:00 PM Fee:€70

Enjoyable exercise class covering all aspects and suitable for all levels of fitness in men and women. Excellent way to burn off those calories combining toning and cardio.

KETTLEBELLS

Course No. 5051 Sessions: 8 Monday 7:00 p.m. - 8:00 p.m. Fee:€70

Almost anyone can benefit from Kettlebells training. Improves posture, fitness, bone density and alignment. Keeps the body fit. Simple, straightforward exercises.

ZUMBA FITNESS

Course No. 5052 Sessions: 8 Tuesday 8:30 PM - 9:30 PM Fee:€70

Ditch the Workout - Join the Party! An exhilarating, effective, easy to follow, Latin inspired, calorie burning dance fitness party that's moving millions of people towards joy and health.

MUSIC - SOUND - DRAMA**LEARNING THE GUITAR**

Course No. 6041 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Suitable for beginners or those with some experience. Tuning, strumming, finger styles etc. Learners are required to bring their own guitar to class.

KEYBOARD PIANO FOR COMPLETE BEGINNERS

Course No. 6043 Sessions: 8 Tuesday 7:30 PM - 8:30 PM Fee:€80

Learn to play and read some basic music in an easy and fun way. This course is designed for people who have never played music before and would like to have a go.

KEYBOARD PIANO FOR IMPROVERS

Course No. 6046 Sessions: 8 Tuesday 8:30 PM - 9:30 PM Fee:€80

This course is designed for people who have done already some very basic reading and playing. You will learn to play some more advanced music and some scale work. The course also covers some basic theory and knowledge of the workings of the keyboard and piano.

LEARNING THE BODHRAN

Course No. 6038 Sessions: 8 Tuesday 7:30 PM - 9:00 PM Fee:€90

Suitable for beginners and improvers. This course will cover the basic rhythms and techniques of playing the bodhran with Traditional Music and as a Solo Instrument.

TENOR BANJO / MANDOLIN

Course No. 6045 Sessions: 8 Wednesday 8:00 PM - 9:30 PM Fee:€90

Become the next Gerry O'Connor! Learn how to play traditional Irish tunes (jigs and reels) on Tenor Banjo or Mandolin. Suits beginners and novices.

UKULELE

Course No. 5058 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

Ukulele is an affordable and straightforward instrument to purchase/learn and is a lot of fun. Suitable for beginners and improvers. Students should please note that Concert size Ukulele of wooden construction would be preferable as they are easier to play and more musical to the ear.

SKILLS - SELF DEVELOPMENT

WOODWORKING FOR BEGINNERS

Course No. 6032 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120

Learn the proper and safe use of woodworking tools and how to design and build your own projects. Skills in woodwork, shaping, design features and finishing are all well practiced allowing the student to gain confidence in the use of a wide range of basic woodwork machinery and tools. A variety of projects are produced each one utilising the new skills that have been learned with each piece becoming an important learning tool in the journey of woodwork. This is a stepping stone to further woodwork projects or home DIY.

FURNITURE RESTORATION

Course No. 6036 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Restore all types of furniture, reassemble, remove old polish, re french polish, stain and finish. Please bring your piece of furniture to be restored on the first night. All pieces must be of a size that can be taken home at the end of class each night.

DIY

Course No. 6010 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

Want to learn all the tips and tricks of a variety of trades . Carpentry,tiling,plumbing and electrical and lot more . This is the course for you it will help keep your home in top top condition.

DIY - IMPROVERS

Course No. 6017 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120

Want to learn all the tips and tricks of a variety of trades . Carpentry,tiling,plumbing and electrical and lot more . This is the course for you it will help keep your home in top top condition

PRACTICAL INTERIOR DESIGN

Course No. 6021 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

An introduction to Interior Design with a focus on practical tips and tricks that will help you to transform your home. Each week focuses on a different room in the home and hopes to inspire and equip you with the confidence to tackle your own design projects.

HEALTHY AGEING

D

Course No. 0106 Sessions: 8 Monday 11:00 AM - 1:00 PM Fee:€120

Keep your brain healthy while ageing well! Would you like to prolong your wellbeing by developing and maintaining your abilities as you age? If so, then come and join us for this healthy ageing course. This exciting course will explore all aspects of healthy ageing and equip you with a goal plan going forward to ensure you are still living 'your best life' long after the last class finishes. Have fun and meet new people into the bargain!

ASTRONOMY FOR BEGINNERS

Course No. 6037 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

This course is designed for Astronomy beginners. It explores the wonders of the Universe, our local Galaxy, the Milky Way, our own solar system and some of the best known constellations.

TRACE YOUR FAMILY

Course No. 6144 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120

Who do you think you are? Genealogy for beginners. An introductory course on how to trace your family history & build up your family tree.Course will look at births, deaths, marriages, census returns & many more records from Ireland & United Kingdom. Basic computer skills needed.

TRAINING DELIVERY AND EVALUATION (TRAIN THE TRAINER)



Course No. 8038

Sessions: 8

Wednesday

7:00 PM - 9:30 PM

Fee: €330

Level 6 Component Code 6N3326 - Certified by QQI

(Payment Plan Option)

www.QQI.ie

Extra cost for folder and text book €35

The purpose of this award is to equip the learner with the knowledge, skill and competence to deliver, assess and evaluate a training and development intervention. Suitable for those responsible for the training of others.

Content of Programme includes:

- Adult learning / Training Objectives
- Roles & Competences of the Trainer
- Preparing & Delivering Training
- Learning Assessment & Training Evaluation.

SPEAKING IN PUBLIC WITH CONFIDENCE

Course No. 6090

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €120

Using drama techniques, improve communication skills for interviews or speech making. Course includes Relaxation, Body Language, Vocal Techniques, Preparation for an Interview or Presentation. A highly interactive course conducted in a friendly atmosphere will help participants to banish fear of Public Speaking and provide skills whereby individuals can express their views and communicate with confidence and conviction. Embrace the opportunity to impress with an effective presentation/speech, formal/informal to large and small groups.

BRIDGE - BEGINNERS

Course No. 6091

Sessions: 10

Wednesday

7:30 PM - 9:30 PM

Fee: €140

Suitable for beginners. Enjoy a great night out!

MIND AND BODY

MINDFULNESS MEDITATION

Course No. 5064

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €120

Introduces the practice of mindfulness meditation by learning formal meditation pieces and discovering its benefits (backed by research) for everyone in today's frantic world. Importantly, the theory and concepts behind mindfulness in relation to our selves, thoughts and feelings, etc., and the additional potential it holds to allow us to flourish will also be expanded and built upon each week.

STRESS MANAGEMENT AND MINDFUL LIVING

Course No. 5062

Sessions: 8

Wednesday

7:30 PM - 9:30 PM

Fee: €120

Develop an ability to deal with stress and learn to live in a mindful way which may increase feelings of happiness, joy and peace in their lives. topics include: Stress and the impact on our lives, What is mindful living?, How mindful living can help us deal with stress, Problem solving, Healthy living, Exercise/Movement, Meditation. Mindful living may not change the ever present external demands on our time and energy, however mindful living has the ability to change our reaction to these demands, resulting in less stress and a more joyful and peaceful approach to life.

PILOGA

Course No. 5049

Sessions: 8

Wednesday

7:30 PM - 8:30 PM

Fee: €80

Piloga is a fusion of gentle yoga stretches and Pilates postures that calms the mind while invigorating the body. Taking the best from both practices, it focuses on developing muscle strength, specifically to the core and back, deepens flexibility and improves balance and co-ordination. You will experience relief from stress, and body tension, including neck, shoulder or back pain, bringing you a more restful sleep and feeling of well-being. Piloga will leave you looking toned and feeling revitalised. Suitable for beginners. Limited class size. (Bring a thick mat, large towel and bottle of water).

PILOGA

D

Course No. 0409 Sessions: 8 Thursday 9:30 AM - 10:30 AM Fee: €80
 Description as Evening Course No. 5049 above.

PILOGA

Course No. 5046 Sessions: 8 Monday 8:30 PM - 9:30 PM Fee: €80
 Description as Evening Course No. 5049 Above.

PILATES - BEGINNERS

NEW

Course No. 5041 Sessions: 8 Monday 7:15 PM - 8:15 PM Fee: €80
 Pilates is a form of low-impact exercise that strengthens the muscles, improves posture, mobility, and flexibility, and enhances the body's potential. This practice involves coordinating the breath with body movements to achieve optimal alignment and balance. In the beginners' class, you will uncover the basic principles of Pilates while practising fundamental movements that will improve your posture. There will be a focus on simple and effective movements in these lessons.
 There is a limited number in these classes. Please bring a yoga/Pilates mat, towel and bottle of water.

PILATES - INTERMEDIATE

NEW

Course No. 5044 Sessions: 8 Monday 8:30 PM - 9:30 PM Fee: €80
 This Intermediate class is a progression from beginners' level. You will uncover strong fundamental movements that will improve your overall strength in a safe and re-energising way.
 There is a limited number in these classes. Please bring a yoga/Pilates mat, towel and bottle of water.

TAI CHI / QIGONG

Course No. 5008 Sessions: 8 Tuesday 7:00 PM - 8:30 PM Fee: €90
 Suitable for complete beginners and improvers. Strong body, still mind. Tai Chi is a Chinese martial art now practiced as a type of moving meditation to improve both mental and physical health. This unique, gentle, slow moving exercise is suitable for all people regardless of age or fitness level. This course introduces the participants to Yang style Tai Chi (foundation form) and Chi Kung.

TRADITIONAL ASHTANGA YOGA

Course No. 5045 Sessions: 8 Monday 7:00 PM - 8:15 PM Fee: €85
 Ashtanga yoga is still taught in India today and is a dynamic, energetic yoga class. This class is suitable for anyone who enjoys a physical class, while learning to connect with our breath. The many benefits include building strength and flexibility, posture alignment, reduce stress and anxiety in the body and mind. The class starts with an energetic yoga sequence and finishes with a relaxing guided meditation. This course is for anyone who wants to reduce anxiety symptoms and regulate the nervous system, while building strength and flexibility in a relaxed environment.

CHAIR YOGA

D

Course No. 0104 Sessions: 8 Monday 9:45 AM - 10:45 AM Fee: €70
 Chair Yoga is a modified form of Yoga that is performed while seated or using a chair for support. This unique and accessible yoga practice is designed to bring balance, relaxation, and rejuvenation to individuals of all ages and abilities. Our Chair Yoga course is the perfect opportunity for anyone seeking the benefits of yoga without the need for getting down on the floor.
 Chair Yoga offers a wide range of physical, mental, and emotional benefits. Whether you are a beginner or an experienced practitioner, this course welcomes individuals of all fitness levels.
 Chair Yoga also offers numerous therapeutic benefits, such as stress reduction, improved joint mobility, enhanced circulation, and increased body awareness. Through mindful breathing and meditation techniques, you will cultivate a sense of calmness and inner peace, promoting mental clarity and emotional well-being

YOGA NIDRA

Course No. 5036 Sessions: 8 Monday 8:30 PM - 9:30 PM Fee:€80

Yoga Nidra is a flexible form of meditation that anyone can do, as it is practised by lying on your mat, getting comfortable and taking time just for you. There is a body scan at the beginning of each class to relax the mind and body and bring about a profound sense of deep relaxation. Learn tools to do this and more. Suitable for anyone who suffers from trouble sleeping, burnout, exhaustion and anxiety.

YOGA

Course No. 5039 Sessions: 8 Monday 7:30 PM - 9:00 PM Fee:€90

The focus is on relaxation, gentle postures, awareness, breathing exercises, meditation and exploring ways to live a more peaceful life. Suitable for all levels.

YOGA

Course No. 5040 Sessions: 8 Tuesday 7:30 PM - 9:00 PM Fee:€90

Description as Evening Course No. 5039 Above.

SOMATIC MOVEMENT

Course No. 5033 Sessions: 8 Monday 7:30 PM - 9:00 PM Fee:€90

Somatic Movingness for everyone. Learn to walk and move with a spring in your step on chairs or on the floor (your choice). Loosen up and be at ease in your movements by learning through a series of gentle exercises, natural breathing and tuning into sensations. Discover the free open you.

No experience necessary. Please bring along a Yoga mat and thick blanket to support the body.

SOMATIC MOVEMENT EDUCATION

D

Course No. 0301 Sessions: 8 Wednesday 9:30 AM - 11:00 AM Fee:€90

Description as Evening Course No. 5033 above. Please bring along a Yoga mat and thick blanket to support the body.

CARING - HEALTH AND SAFETY

PSYCHOLOGY



SDL

Course No. 8082 Sessions: 10 Monday 7:00 PM - 9:30 PM Fee:€325

Level 5 Component Code 5N0754 - Certified by QQI

(Payment Plan Option)

The purpose of this award is to equip the learner with the knowledge, skill and competence to link an introductory understanding of psychological perspectives with practical therapeutic applications and the development of psychology as a discipline. Exam will be held on week 11.

- Enable the learner to explore psychological perspectives.
- Facilitate an understanding of how each perspective gives us an insight into individual behaviour.
- Explore the main therapeutic paradigms and interventions.
- Assist learners in applying theory and research to practise.
- Facilitate an exploration of attitudes and beliefs.
- Develop transferable skills and knowledge which will enable individuals to meet changing circumstances in a variety of fields.
- Enable the learner to take responsibility for his/her own learning.

This may lead, in part, to a major award in “Healthcare Support” 5M4339.

HEALTHCARE SUPPORT - MAJOR AWARD

Level 5 Major Code 5M4339 - Certified by QQI



Successful completion of a Level 5 Major Award in Healthcare Support provides a recognised qualification necessary for working as a Health Care Assistant in a variety of settings, including hospitals, maternity care, day and residential care, community and the home. It is suitable for those wishing to embark on a career in caring and those already working in the sector who wish to gain a recognised qualification. Graduates may progress to related health and social care courses in the Institutes of Technology through the Higher Education Links scheme by CAO application.

**** 8 Modules in total required for Healthcare Support Major Award ****

The following modules are scheduled to run this term:

1. **Care of the Older Person 5N2706** - Refer to course description below.
2. **Communications 5N0690** - Refer to course description below.

Please note each module has a credit value of 15 and in order to achieve a major award in "Healthcare Support" you need to have 120 credits. 150 hours work experience must also be achieved and certified by a Supervisor within work placement.

CARE OF THE OLDER PERSON



Course No. 8095

Sessions: 8

Tuesday

7:00 PM - 9:30 PM

Fee: €290

Level 5 Component Code 5N2706 - Certified by QQI

(Payment Plan Option)

The module is designed to equip the learner with the skills and knowledge to care for older people in a variety of settings.

- Learners will demonstrate good work practice
- Understand the concept of the ageing process
- Be able to meet the full range of needs of older people in a variety of care settings
- enhance the quality of life of the older person

This is a component of "Healthcare Support" 5M4339.

COMMUNICATIONS



Course No. 8100

Sessions: 8

Wednesday

7:00 PM - 9:30 PM

Fee: €290

Level 5 Component Code 5N0690 - Certified by QQI

(Payment Plan Option)

This course is scheduled to start Wednesday 9th October.

Study a range of current issues in communications and information technology.

- Demonstrate verbal skills appropriate to working under general direction, to include making a case and presenting a point of view in group discussion, formal meetings, interviews.
- Demonstrate communication styles and techniques relevant to different situations in work and leisure, to include one-to-one and group contexts in conversation, interview, oral presentation, question and answer session.
- Choose the appropriate communication technology to give and receive requests, instructions, suggestions, discussion and feedback in both work and leisure.

This is a component of "Healthcare Support" 5M4339.

INFECTION PREVENTION AND CONTROL



SDL

Course No. 8012

Sessions: 8

Wednesday

7:00 PM - 9:30 PM

Fee: €290

Level 5 Component Code 5N3734 - Certified by QQI

(Payment Plan Option)

This module is a mandatory component from “Health Service skills” major award 5M3782. If Learner has completed all components in “Healthcare Support” major award 5M4339, by completing “Infection Prevention and Control” they may be able to achieve a second major award in “Healthservice Skills” (depending on modules completed as some modules are subject to change)

- Learn the basic principles of infection and the application of standard precautions in relation to infection control.
- Importance of infection prevention and control in the healthcare area, in providing a healthy environment for patients, staff and visitors.
- Learn the difference between social hand hygiene, antiseptic hand hygiene and surgical hand hygiene to include the correct use of alcohol handgels .
- Learn how to Implement the local terminal cleaning procedure in a range of settings, such as an isolation room, single use items and outbreak management.
- Get to know policies for dealing with clean and soiled linen, the disposal of sharps and the correct management following inoculation, injury or accidental exposure to blood and body fluids.

Learners must be available some Saturday mornings to complete skills demonstration.

PRACTICAL FIRST AID

Course No. 5023

Sessions: 5

Tuesday

7:00 PM - 9:30 PM

Fee: €95

Certificate - Certified by Red Cross

(Workbook and Certificate €15 Included in Fee)

Practical First Aid is a 12 hour course certified by the Red Cross which covers Accident Scene Management, Bleeding, Respiratory Problems, CPR, Unconsciousness, Fractures & soft tissue injuries, Burns & Scalds and Medical Emergencies. The course is very much based on practical work rather than theory and is taught with the use of workbooks which chart the participants skills.

SPECIAL NEEDS ASSISTING



SDL

Course No. 8018

Sessions: 16

Tuesday

7:00 PM - 9:30 PM

Fee: €375

Level 5 Component Code 5N1786 - Certified by QQI

(Payment Plan Option)

Complete course will be offered over two terms Autumn and Spring.

For people who wish to pursue a career in working with children with special needs as an assistant within an educational setting.

The Special Needs Assisting Course aims to:

- Ensure adequate training of the Special Needs Assistant (SNA).
- Promote understanding of role of SNA in the classroom.
- Equip the SNA with the necessary skills and knowledge for a rewarding career.

Work Experience:

Candidates will have to complete at least 30 hours working with the individuals with Special Needs under the age of 18 in an educational setting, or similar during the course. This work experience may be of a paid or voluntary nature.

Entry Requirements:

Candidates who do not currently work in this area must be prepared to undertake the work experience outlined above. All learners must be fluent English speakers.

On successful completion, participants will be qualified to work as SNAs in primary, post-primary, and special school settings.

SPECIAL NEEDS ASSISTING



SDL

D

Course No. 0201

Sessions: 16

Tuesday

10:30 AM - 1:00 PM

Fee: €375

Level 5 Component Code 5N1786 - Certified by QQI

(Payment Plan Option)

Description as Course no. 8018 above.

CARING - HEALTH AND SAFETY

SPECIAL NEEDS ASSISTING (LEVEL 6)



SDL

Course No. 8106

Sessions: 10

Tuesday

7:00 PM - 9:30 PM

Fee: €350

Level 6 Component Code 6NI957 - Certified by QQI

(Payment Plan Option)

Entry Requirement

Level 5 Special Needs Assisting or you must have achieved the Learning outcomes for this level.

This course will enable you to:

- Evaluate the provision of education for people with special educational needs.
- Examine relevant theories, skills and processes relevant to current implementation.
- Organise learning opportunities in order to promote independence and responsibility.
- Learn how to access interventions and behaviour management techniques that may be used in the learning environment.
- Assist Learner to develop the academic, and vocational language, literacy and numeracy skills related to Early Childhood Care and Education through the medium of indicative content.

CRAFTS - FABRICS

FLOWER ARRANGING

Course No. 6014

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €120

(Cost of materials extra)

Learn the skills of flower arranging in a relaxing and therapeutic atmosphere. Create your own arrangement of fresh flowers.

FLOWER ARRANGING

D

Course No. 0508

Sessions: 8

Friday

9:30 AM - 11:30 AM

Fee: €120

Course description as course no. 6014 above.

(Cost of materials extra)

CROCHET TO DESIGNER WEAR

Course No. 6019

Sessions: 8

Monday

7:30 PM - 9:30 PM

Fee: €120

Why not try your hand at crochet, or improve your crochet skills. Crochet is so fashionable right now. Learn to design and make your own garments of choice and learn to read crochet patterns. You will get hooked once you start! Bring any crochet hooks you may have. Yarn and hooks will be available to purchase from class tutor.

KNITTING

Course No. 6013

Sessions: 8

Tuesday

7:30 PM - 9:30 PM

Fee: €120

Learn to knit in a relaxed and fun class suitable for beginners and those looking to improve their skills. You will master the basic stitches and begin to learn how to read a knitting pattern. You will be guided to complete 2 small projects while having fun along the way.

DRESSMAKING (BEGINNERS)

Course No. 6072

Sessions: 8

Wednesday

7:30 PM - 9:30 PM

Fee: €150

(Payment Plan Option)

Make a garment that you can wear yourself. You will be guided in every aspect of dressmaking, starting from buying your own pattern and learning how to cut it to your size, how to read and follow pattern instructions. Choose the fabric and cut and match it. Step by step you will be shown how to assemble your garment. Also you will be shown how to set up and work a domestic sewing machine. Sewing machine required.

Materials to bring with you to class: Scissors, sewing machine and hand-sewing needles, measuring tape, seam ripper, water-soluble markers, thread, 30+ cm ruler, pencil and eraser.

HAND BUILT POTTERY & MODELLING

Course No. 6057 Sessions: 8 Monday 7:00 PM - 9:30 PM Fee:€140

A course for beginners and the experienced in the techniques of hand built pottery and modelling. All items made during the course are kiln fired and glazed. There may be some additional cost for extra materials.

STAINED GLASS (COPPER FOIL TECHNIQUE)

Course No. 6031 Sessions: 8 Wednesday 7:00 PM - 9:30 PM Fee:€140

Additional charge of €20 for project materials and equipment

Learn how to create beautiful stained-glass using the copper foil method. Create and take home window light catchers, Christmas decorations, art panel pieces, terrariums, candle holders and simple lamp shades. Learn how to cut and shape glass, foil, assemble and solder before applying patina and polishing. Let your artistic side flow as you choose your own colours and projects from the projects and patterns provided. No experience necessary as all levels catered for.

Note: All equipment, tools are available and materials provided at additional charge as above. Students may purchase additional glass if a particular colour is not available.

COOKING

BAKING & DESSERTS

Course No. 6100 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120

(Cost of materials extra)

Interesting and a fun experience. A hands on practical approach to baking. Learn how to bake cakes for all occasions. Party desserts, different pastries, pies, meringues & roulades and much more.

THE GREEN CHEF

Course No. 6056 Sessions: 8 Monday 7:30 PM - 9:30 PM Fee:€120

Join us on a culinary journey to master the art of plant-based cuisine. Elevate your whole foods, plant-powered cooking skills in our improvers course designed for those who have some cooking experience. Our instructor, who is certified in plant-based nutrition from Cornell University, will guide you through more challenging recipes, advanced techniques, innovative flavour combinations, and expert tips to enhance your cooking abilities with natural foods. Use more innovative ways to make your plant-rich dishes an impressive celebration of health, taste, and creativity that the whole family will love.

JOYS OF COOKING

Course No. 6052 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

(Cost of materials extra.)

Cooking for fun. Want to entertain family and friends or cook just for one? This is an easy paced practical approach to cooking. All tastes catered for includes soups and bread, stirfries, curries, pasta dishes, Irish specialities, Sunday dinner and desserts. Whether you are a complete beginner in the kitchen or want to get new ideas this is the course for you.

PIPING SKILLS FOR CAKE DECORATING

Course No. 6048 Sessions: 5 Monday 7:30 PM - 9:30 PM Fee:€80

Using royal icing, learn decorative piping, piped flowers using nozzles and nails, runouts, brush embroidery and writing skills. Nozzels required, cost of materials extra.

COOKING

FEEL GOOD COOKING

Course No. 6051 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

Come join us in learning how to make delicious, simple, affordable, and satisfying Whole Food, Plant-Based dishes for Breakfast, Lunch, Dinner, Snacking, and Entertaining.

The instructor who is Plant-Based certified from Cornell University will guide you in following varied, simple recipes using natural foods that are healthy for you and the environment that you can quickly whip up at home. This course is suitable for anyone who is interested in including more plant-based meals into their diet, no matter what their food preferences. All appetites are welcome.

CAKE DECORATING

Course No. 6049 Sessions: 8 Tuesday 7:30 PM - 9:30 PM Fee:€120

(Cost of materials extra)

Learn how to get the professional finish in Cake Decorating. Using Sugar Paste many different techniques taught e.g. frills, ribbon insertion and flower craft etc. Also piping work in royal icing. All levels catered for. The aim of the course is to finish with new skills and confidence in Cake Decorating.

CAKE DECORATING IMPROVERS

Course No. 6055 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

(Cost of materials extra)

Suitable for those who have completed the basic cake decorating course, this course will build on techniques learnt in more depth. Projects may run over 2 weeks and will include modelling figures and animals, runout icing, flowers and other decorating techniques.

Students will be required to provide their own materials, tools and equipment and will be given list before each class. Material list for week one will be available from the office

GARDENING - NATURE - ANIMALS

BEE KEEPING

Course No. 6081 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Backyard Bee Keeping is a wonderful hobby, but to many it seems surrounded by mystery. This course opens the lid of the honey bee's hive, enabling the novice beekeeper to understand this complex and fascinating world. We will explore the life cycle of the hive, what happens when the bees swarm and so much more. Join us in this course to explore just what it is that bees buzz about!

Course content:

Recognising bees (worker, drone, queen),

The hive, Equipment,

Seasons (Summer, Autumn, Winter and Spring and activities in each),

Stings, Swarms, Feeding, Harvesting honey,

Pests and Diseases.

GARDENING

Course No. 6087 Sessions: 8 Wednesday 7:30 PM - 9:30 PM Fee:€120

Work in harmony with nature in your room outside. Think green, Go organic, Harvest and Forage throughout the year. Composting and Soil Amendment. Biodiversity and more.

Scoil Mhuire - Your Community School

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SPECIAL NEEDS ASSISTING COMPONENT AWARDS CERTIFIED BY QQI



QQI AWARD

LEVEL 5 CODE 5N1786
LEVEL 6 CODE 6N1957

Rewarding and Fulfilling Career While Helping Others

Special Needs Assistants (SNAs) are school-based additional adult support staff who can assist children with special educational needs. Such support is provided in order to facilitate the attendance of those pupils at school with a view to developing their independent living skills.

The following modules are scheduled to run this term:

- Special Needs Assisting Level 5 5N1786
- Special Needs Assisting Level 6 6N1957

See Pages 23 & 24

To be a Special Needs Assistant you should have:

- an interest in education and in working with children
- good communication and 'people' skills
- the ability to work well as part of a team
- good literacy and numeracy skills
- tact and sensitivity
- a responsible attitude
- patience



QQI AWARD

YOUR PATH TO A QQI AWARD

**HIGHER COMPLETION RATES
WITH BETTER RESULTS!**



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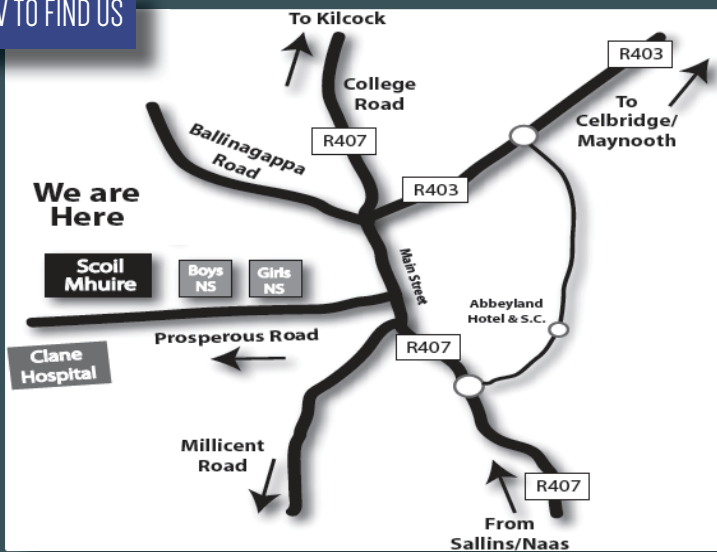
INFORMATION TECHNOLOGY -- Autocad -- Computers Beginners -- Computers For Improvers: Pre - ICDL -- Computers Improvers -- ICDL Workforce -- MICROSOFT Excel - Office Specialist -- **BUSINESS - LEGAL - ACCOUNTING** -- Bookkeeping: Manual and Computerised -- Business Administration Skills. Digital Marketing -- Information and Administration -- Medical Terminology. Online & Digital Marketing -- Payroll: Manual & Computerised -- Start and Grow Your Own Business -- **LEAVING CERTIFICATE SUBJECTS** -- Leaving Cert Biology (Honours) -- Leaving Cert Irish (Honours) -- Leaving Cert Maths (Honours) -- Leaving Cert Maths (Honours) For 5th Years -- Leaving Cert Maths (Hons) For Transition Year Students -- Leaving Cert Maths (Ordinary Level) -- **LANGUAGES** -- French Improvers Conversation and Culture Classes -- Conversational Irish -- French Beginners -- German Beginners -- Italian Beginners -- Sign Language - Beginners -- Spanish - Beginners -- Spanish - Improvers -- **ARTS - PHOTOGRAPHY** -- Drawing the Portrait -- Painting with Acrylics -- Oil & Watercolour Painting -- Mixed Media -- Photoshop & Lightroom For Photography -- Creative Photography & Techniques -- KDSI Art -- Mask Making -- Puppet Making -- Illustrate a Story. Sculpturing -- **BEAUTY - FASHION** -- Make-Up (ITEC Certified) -- Make-Up Artist - Introduction -- **HUMAN BEHAVIOUR - MIND** -- Cognitive Behavioural Therapy -- Counselling - An Introduction -- Psychology - An Introduction -- **DANCE - SPORT - FITNESS** -- Ballroom Dancing for Beginners -- Bootcamp -- Boxercise -- Kettlebells -- Line Dancing -- Zumba Fitness -- **MUSIC - SOUND - DRAMA** -- Keyboard Piano for Complete beginners -- Keyboard Piano for Improvers -- Learning the Bodhran -- Learning the Guitar -- Tenor Banjo / Mandolin -- Ukulele -- **SKILLS - SELF DEVELOPMENT** -- Astronomy for Beginners -- Bridge - Beginners -- DIY -- DIY - Improvers -- Furniture Restoration -- Healthy Ageing -- Practical Interior Design -- Speaking in Public With Confidence -- Trace your Family Tree -- Training Delivery And Evaluation (Train the Trainer) -- Woodworking for Beginners -- **MIND & BODY** -- Chair Yoga -- Mindfulness Meditation -- Pilates - Beginners -- Pilates - Intermediate -- Piloga -- Somatic Movement -- Stress Management And Mindful Living -- Tai Chi / Qigong -- Traditional Ashtanga Yoga -- Yoga -- Yoga Nidra -- **CARING - HEALTH & SAFETY** -- Communications -- Care of the Older Person -- Infection Prevention and Control -- Practical First Aid -- Psychology -- Special Needs Assisting -- Special Needs Assisting (Level 6) -- **CRAFTS - FABRICS** -- Crochet to Designer Wear -- Dressmaking (Beginners) -- Flower Arranging -- Hand Built Pottery & Modelling -- Knitting -- Stained Glass (Copper Foil Technique) -- **COOKING** -- Baking & Desserts -- Cake Decorating -- Cake Decorating Improvers -- Cookery (KDS) -- Feel Good Cooking -- Joys of Cooking -- Piping Skills For Cake Decorating -- The Green Chef -- **GARDENING - NATURE - ANIMALS** -- Bee Keeping -- Gardening.



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