



**etb**

Bord Oideachais agus Oiliúna  
Chill Dara agus Chill Mhantáin  
*Kildare and Wicklow  
Education and Training Board*

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*Chill Dara agus Chill Mhantáin*

**Kildare and Wicklow  
Education and Training Board**



**FREE!**  
Please  
Take One

**Adult Education Classes, Programmes & Services Autumn 2013**

Adult Education Classes Autumn 2013



<http://www.kwetb.ie>



## On-line Registration

Kildare and Wicklow ETB has on-line registration. This means that you can select the course of your choice and book it on-line. It is a straight forward procedure.

1. Log-on to [www.kwetb.ie](http://www.kwetb.ie)
2. Select the link to the on-line Autumn courses.
3. Choose the course you would like to attend.
4. Select "Book Course" (at the bottom of the page).
5. You will be asked to register giving your name, address, etc. An email address and mobile phone number is also required.
6. If you have registered for a course in the past, please use your username and password. If you have forgotten your password, click on the link to receive an email with details.
7. You will be asked to submit this information.
8. Payment for the class can be made by Credit Card (Visa or Mastercard) or Laser Card.
9. Having entered and submitted your Card details, you will receive a receipt by email verifying the class you have chosen. You are now enrolled for your chosen class and the next step is to turn up on the first night.

If you have any difficulty with the above, simply call the school or centre where the class is taking place.

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# Introduction

It gives us great pleasure to introduce this brochure detailing over 300 Adult Education classes, Programmes and Services provided by Kildare and Wicklow ETB within the three regions of County Kildare – North, Mid and South.

Within Kildare and Wicklow ETB, we believe that education should be available to all. Through our schools, colleges and adult education centres, we are endeavouring to provide adults with the courses and the learning opportunities they require for continued development in leisure time, employment, up-skilling or re-employment.

In these times of economic challenges, Kildare and Wicklow ETB will endeavour to provide a responsive, innovative and stimulating learning environment for all learners and courses which run in ETB schools and centres throughout the county through flexible and modular options. Certification takes place for many courses and is provided up to FETAC Level 6. The ETB is striving to provide progression appropriate to the needs of the learners.

Registration on-line can take place through our website for Fee-Paying classes in night schools at any time. People can also register in the traditional ways, phone enrolment and school enrolment during September at specific times to the particular school.

We would welcome suggestions from the public for improvements in the services we provide.

We wish you every success with whatever course you take and hope you have an enjoyable and rewarding experience.

Sean Ashe  
Chief Executive Officer

Des Murtagh  
Adult Education Officer

## **ETB Naas Office**

T: 045 988000  
F: 045 879916  
E: [admin@kwetb.ie](mailto:admin@kwetb.ie)  
[www.kwetb.ie](http://www.kwetb.ie)

## **ETB Wicklow Town Office**

T: 0404 60500  
F: 0404 62556  
E: [admin@kwetb.ie](mailto:admin@kwetb.ie)  
[www.kwetb.ie](http://www.kwetb.ie)



Mr Sean Ashe  
Chief Executive Officer



Dr Des Murtagh  
Adult Education Officer



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# Adult Guidance

Kildare and Wicklow has an Adult Education Guidance Service providing educational guidance for adults in a welcoming, friendly atmosphere. Adults can explore their options and obtain up to date accurate information to help make decisions about education as well as career and life choices.

The service is available to any adult who is taking part in adult education or who is considering adult education courses (VTOS, Basic or Community Education, etc.).

The Service is free and confidential.

## **Adult Education Guidance offers a service which includes:**

- Impartial education/careers information
- One to one guidance
- Group guidance

which will help people make informed educational, career and life choices.

## **There is access to the following:**

- An up to date careers library
- Information on the full range of adult education and learning options
- Computer assisted guidance using Pathfinder, Career Directions and Careersportal

Contact:

Angela Doherty, Adult Guidance Co-ordinator,  
Adult and Further Education Centre,  
Áras Sláinte, Station Road,  
Newbridge, Co. Kildare.

Tel.: 045 448512

Email: [adultguidance@kildarevec.ie](mailto:adultguidance@kildarevec.ie)



## Adult Basic Education Service (ABE)

The Adult Basic Education Service provides classes for adults who wish to return to learning and improve their reading, writing, spelling, maths and basic computer literacy. Support is provided for learners either on a one-to-one basis or in small groups.

The service is free and confidential and can be accessed at any time by contacting the local centre. Classes are part time – 1 session of 2 hours per week and tuition is arranged as far as possible to suit the needs of the learner. Tuition is provided by trained tutors in a friendly and informal atmosphere.

### Certification

Participants can learn at their own pace and progress to certification level (QQI/FETAC, Junior Certificate & Leaving Certificate) if desired.

Anyone who wishes to follow a certified course should contact the relevant centre at the beginning of September to register and discuss their options.

North Kildare contact: Mary Faughnan, Tel: 01 624 6528, Email: mfaughnan@kildarevec.ie

Mid Kildare contact: Pat Bennett, Tel: 045 866 314, Email: pbennett@kildarevec.ie

South Kildare contact: Imelda Carroll, Tel: 045 522 003, Email: imeldacarroll@kildarevec.ie

### Specific Programmes

**Intensive Tuition:** This course runs for 14 weeks, 6 hours per week and offers adults the opportunity to improve their basic skills at a more intensive level.

**Skills for Work:** The Adult Basic Education service works with local employers to deliver basic education programmes to employees.

**Family Learning:** This programme supports the basic educational needs of families and helps parents and carers to identify their own learning needs.

**English for Speakers of Other Languages (ESOL):** Basic spoken and written English classes for adults for whom English is not their first language (Fee applies)

**Outreach Service:** An Outreach Worker based in each centre works in partnership with agencies / services in the community.

#### For further information on courses in

North Kildare, turn to page 10

Mid Kildare, turn to pages 18

South Kildare, turn to pages 31

# Community Education Service (CES)

The Community Education Service supports and develops an approach to education that is rooted in the community reflecting the needs of individuals, groups and their community.

## **Community Education is an approach to education in which**

- The participants are partners in identifying needs, designing and implementing learning activities
- The goal is personal and community development
- Supports such as counselling, guidance, mentoring, access and caring supports are put in place
- The principles of justice, equality and inclusiveness are valued

## **If a group want to offer Community Education in response to a need in their area, the Service can assist you by**

- Supporting the group in its development
- Assisting in the development of a course or a project
- Sourcing tutors
- Accessing funding
- Offering the group leaders and tutors in-service training
- Creating a link to other groups

## **The groups and agencies that the Service works with include**

Women's groups, Parenting groups, Older person's groups, New Communities, Network Kildare, Health Service Executive, County Council, Home School Liaison Projects, Community Development Projects, Kildare Traveller Action.

## **Community Education projects and courses take place in many locations throughout County Kildare in partnership with groups and agencies. The Service has an outreach worker who provides support to key projects.**

### **For further information on courses in**

turn to page 20

Contact: Susan Cullinane,

Tel: 045 988 000

Email: [scullinane@kildarevec.ie](mailto:scullinane@kildarevec.ie)

## Back to Education Initiative (BTEI)

**The Back to Education Initiative (BTEI) is a service that provides:**

- An opportunity for young people and adults, with less than second level education, to participate in a range of part-time accredited learning opportunities.
- Education and training opportunities for low skilled people in employment to upgrade their skills and gain qualification.
- A link to full-time further education and training and a progression route from literacy and community education programmes.
- A chance to combine education and training with family, work and other responsibilities through a wide range of flexible options.
- Free to people:
  - With less than upper second level education
  - In receipt of Social Welfare payments
  - Having a current medical card.
- Fees
  - Full fees will apply to those who do not fit into the above categories

North Kildare contact: Mary Faughnan, Tel: 01 624 6528, Email: mfaughnan@kildarevec.ie

Mid Kildare contact: Pat Bennett, Tel: 045 866 314, Email: pbennett@kildarevec.ie

South Kildare contact: Imelda Carroll, Tel: 045 522 003, Email: imeldacarroll@kildarevec.ie

**Programmes under the Back to Education Initiative (BTEI) are designed to build on existing full-time and part-time provision under:**

- Adult Basic Education Services
- Community Education
- Youthreach
- Vocational Training Opportunities Scheme (VTOS)
- Post Leaving Certificate (PLC) Courses
- Self-funded night-classes in second-level schools and other centres

**BTEI courses take place in numerous locations throughout County Kildare. All BTEI students have the opportunity to work towards QQI/FETAC certification.**

**For further information on courses in**

North Kildare, turn to page 12

Mid Kildare, turn to pages 19

South Kildare, turn to pages 32 & 35



## Post Leaving Certificate Courses (PLC's)



Post Leaving Certificate courses are for people who have completed senior cycle second level education (e.g. Leaving Certificate or equivalent) and who need further education and training to enhance their chances of gaining employment.

Post Leaving Certificate courses are full-time of one to two years duration providing integrated education, training and work experience. Programmes are provided in schools and colleges outside the third level sector.

PLC's can be used as a stepping stone to further education, i.e. Institute of Technology and/or Universities.

**For further information on courses in**

North Kildare, turn to page 13

Mid Kildare, turn to page 18 & 25

# Youthreach

Youthreach is a training and work experience programme for young people who have left school early. Its aim is to develop the core skills needed for further learning and to prepare young people to progress to further education/training or to employment.

The Youthreach programme is for young people aged 16 - 20 years who have left school early and have obtained little or no qualifications.

Trainees attending a Youthreach programme will receive a weekly training allowance, a meal allowance and a travel and childcare allowance if applicable.

### **Youthreach Centres help young people to:**

- Discover their ability
- Develop new skills
- Improve employment prospects
- Contribute to their community

Supports systems are in place, e.g. counselling, mentoring, etc.

### **For further information on our three Youthreach centres**

#### **NORTH KILDARE**

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##### **Youthreach (Leixlip)**

Lorraine O'Sullivan, Co-ordinator, Mill Lane, Leixlip, Co. Kildare

Tel.: 01-6244084

Email: youthreachleixlip@kildarevec.ie

#### **MID KILDARE**

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##### **Youthreach (Naas)**

Jonathan McNab, Co-ordinator, Jigginstown, Naas, Co. Kildare

Tel.: 045-888938

Email: jonathanmcnab@youthreachnaas.ie

#### **SOUTH KILDARE**

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##### **Youthreach (Athy)**

Ellie Reddy, Co-ordinator, Old Athy College, Carlow Road, Athy Co. Kildare

Tel.: 059-8638412

Email: youthreachathy@kildarevec.ie

# Vocational Training Opportunities Scheme (VTOS)

The Vocational Training Opportunities Scheme (VTOS) is a second chance education and training programme which provides courses of up to two years duration for unemployed people. VTOS programmes are designed to meet the individual learning needs of participants. Courses are provided free of charge. Attendance is full-time and can last up to two years, with 30 hours attendance per week.

The programme gives participants the opportunity of:

- raising their education levels
- gaining qualifications
- developing knowledge and skills relevant to the workplace
- progressing to employment or to further education or training leading to employment

## Eligibility

1. Adults over 21 years and in receipt of the following Social Welfare payments for 6 months or longer:
  - Jobseeker Allowance
  - Jobseeker Benefit
  - Disability Allowance or pension
  - Invalidity Pension
  - One parent family payment
2. A spouse or dependant of someone in receipt of any of the above payments
3. Signing for credits for 6 months or longer
4. CE and FÁS participants must re-register with Social Welfare
5. No prior qualifications are necessary to participate.

## Allowances

Persons on the course retain their social welfare payments. Meal and travel allowances are available. Childcare support is also available.

For further information on our three VTOS Centres

## NORTH KILDARE

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### VTOS (Leixlip)

Eilis Clare, Acting Co-ordinator,  
River Forest Shopping Centre, Confey, Co. Kildare  
Tel.: 01-6246420  
Email: vtosleixlip@kildarevec.ie

## MID KILDARE

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### VTOS (Newbridge)

Ray Creighton, Acting Co-ordinator,  
Adult and Further Education Centre,  
Áras Sláinte, Station Road, Newbridge, Co. Kildare.  
Tel.: 045-434297. Email: vtosnewbridge@kildarevec.ie

## SOUTH KILDARE

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### VTOS (Athy)

Further information:  
Mary Campbell, Co-ordinator, Old Athy College,  
Carlow Road, Athy, Co. Kildare  
Tel.: 059-8632044  
Email: vtosathy@kildarevec.ie

## BTEI – Leixlip Adult Learning Centre

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13224A</b>	Computer Applications - QQI/FETAC Level 4	Mon	10.00 - 12.30pm	12	TBC
<b>BTE13224B</b>	Computer Applications - QQI/FETAC Level 4	Thurs	7.00 - 9.30pm	12	TBC
<b>BTE13225</b>	Information Technology - QQI/FETAC Level 4	Wed	7.00 - 9.30 pm	12	TBC
<b>BTE13228A</b>	ESOL - QQI/FETAC Level 4	Wed	7.30 - 9.30 pm	20	TBC
<b>BTE13236</b>	Bookkeeping & Accounts - QQI/FETAC Level 4	Thurs	7.00 - 9.30 am	20	TBC

**Contact:** Mary Faughnan  
**Telephone:** 01-6246528  
**Email:** mfaughnan@kildarevec.ie  
**Enrolment Venue:** Leixlip Adult Learning Centre, Unit 1, Mill Lane, Leixlip. No on-line registration  
**Enrolment Date:** Monday 9th September to Thursday 12th September 2013  
**Enrolment Time:** 10:00am - 1:00pm and 7:00pm - 8:00pm  
**Date Classes Begin:** Week of 23rd September 2013 (unless otherwise stated)

## ABE – Leixlip Adult Learning Centre

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>LXL13201</b>	Reading Writing and Spelling	Mon	10.00 - 12.00 noon	26	No Fee
<b>LXL13202</b>	Leaving Cert. - English (Ordinary Level)	Wed	10.00 - 12.00 noon	30	No Fee
<b>LXL13203</b>	Leaving Cert. - Maths (Ordinary Level)	Tues	9.30 - 12.30 pm	30	No Fee
<b>LXL13205</b>	Leaving Cert. History	Mon	7.00 - 9.00 pm	30	No Fee

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>LXL13206</b>	Junior Cert. - English	Wed	10.00 - 12.00 noon	30	No Fee
<b>LXL13207</b>	Junior Cert. - Irish	Mon	8:30 - 10:00 pm	30	No Fee
<b>LXL13208</b>	Junior Cert. - Maths	Wed	9:30 - 11:30 am	30	No Fee
<b>LXL13209</b>	Junior Cert. - History	Mon	7:00 - 9:00 pm	30	No Fee
<b>LXL13210</b>	Art (Beginners)	Mon	10:00 - 12:00 noon	6	No Fee
<b>LXL13211</b>	Conversational Irish	Mon	7:00 - 8:30 pm	9	No Fee
<b>LXL13212</b>	Communications - QQI/FETAC Level 4	Tues	10:00 - 12:00 noon	20	No Fee
<b>LXL13213</b>	Biology - QQI/FETAC Level 3	Mon	10:00 - 12:00 noon	12	No Fee
<b>LXL13214</b>	Bookeeping (Basic)	Tues	7:00 - 9:00 pm	10	No Fee
<b>LXL13215A</b>	Computers for Beginners	Mon	7:00 - 9:00 pm	8	No Fee
<b>LXL13215B</b>	Computers for Beginners	Tues	10:00 - 12:00 noon	8	No Fee
<b>LXL13216B</b>	English for Speakers of Other Languages (ESOL)	Wed	7:30 - 9:30 pm	10	No Fee
<b>LXL13217B</b>	English as a Second Language - QQI/FETAC Level 3	Wed	7:30 - 9:30 pm	24	No Fee
<b>LXL13218</b>	Basic Maths	Thurs	9:30-11:30am	30	No Fee
<b>LXL13264A</b>	Computers - QQI/FETAC Level 3	Tues	7:00 - 9:00 pm	12	No Fee
<b>LXL13264B</b>	Computers - QQI/FETAC Level 3	Wed	10:00 - 12:00 noon	12	No Fee
<b>LXL13264C</b>	Computers - QQI/FETAC Level 3	Fri	10.00 - 12.00 noon	12	No Fee

**Contact:** Mary Faughnan  
**Telephone:** 01-6246528  
**Email:** mfaughnan@kildarevec.ie  
**Enrolment Venue:** Leixlip Adult Learning Centre, Unit 1, Mill Lane, Leixlip. No on-line registration  
**Enrolment Date:** Monday 9th September to Thursday 12th September 2013  
**Enrolment Time:** 10:00am - 1:00pm and 7:00pm - 8:00pm  
**Date Classes Begin:** Week of 23rd September 2013 (unless otherwise stated)

## BTEI – Maynooth

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13226</b>	Bookkeeping - Manual & Computerised - QQI/FETAC Level 5	Tues	7.00 - 9.30 pm	20	TBC
<b>BTE13227</b>	Payroll Manual & Computerised - QQI/FETAC Level 5	Thurs	7.00 - 9.30 pm	20	TBC
<b>BTE13230</b>	Communications - QQI/FETAC Level 5	Wed	7.00 - 9.30 pm	24	TBC
<b>BTE13232</b>	Healthcare Support: Care Support - QQI/FETAC Level 5 (starting 7th November)	Thurs	7.00 - 10.00 pm	20	TBC
<b>BTE13237</b>	Early Childhood Care & Education: Child Development - QQI/FETAC Level 5 (starting 15th October)	Tues	7.00 - 9.30 pm	20	TBC

## ABE – Maynooth

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>LXL13204</b>	Leaving Cert. - Mathematics (Ordinary Level) (starting 18th September)	Wed	7.00 - 9.30 pm	30	No Fee

## ESOL – Maynooth

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>LXL13216C</b>	English for Speakers of Other Languages (ESOL)	Mon	10.00 - 12.00 noon	10	No Fee

**Contact:** Mary Faughnan **Telephone:** 01-6246528  
**Email:** mfaughnan@kildarevec.ie  
**Enrolment Venue:** Leixlip Adult Learning Centre, Unit 1, Mill Lane, Leixlip. No on-line registration  
**Enrolment Date:** Monday 9th September to Thursday 12th September 2013  
**Enrolment Time(s):** 10:00am - 1:00pm and 7:00pm - 8:00pm  
**Date Classes Begin:** Week of 23rd September 2013 (unless otherwise stated)

## BTEI – Celbridge

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13228B</b>	English as a Second Language - QQI/FETAC Level 4	Mon	7:00 - 9:00 pm	20	TBC
<b>BTE13238</b>	Horticulture (Starting 4th October)	Fri	10:00 - 1:00 pm	12	TBC

## ESOL – Celbridge

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>LXL13216A</b>	English for Speakers of Other Languages (ESOL)	Wed	9:30 - 11:30 am	10	No Fee
<b>LXL13217A</b>	English as a Second Language - QQI/FETAC Level 3	Wed	11.30 - 1:30 pm	24	No Fee

**Contact:** Mary Faughnan **Telephone:** 01-6246528  
**Email:** mfaughnan@kildarevec.ie  
**Enrolment Venue:** Leixlip Adult Learning Centre, Unit 1, Mill Lane, Leixlip.  
**Enrolment Time(s):** 10.00 - 1.00 pm and 7.00 pm - 8.00 pm  
**Enrolment Date:** Monday 9th September to Thursday 12th September 2013  
**Date Classes Begin:** Week of 18th September 2013 (unless otherwise stated)

## PLC – Leixlip VTOS, River Forest Shopping Centre, Leixlip

Course Title	Day	Time	Weeks	Fee (€)
Business Studies	Full time	9.00 - 4.00 pm	School Year	200

To Enrol: Application Form from Eilis Clare at vtosleixlip@kildarevec.ie

# Piper's Hill College

Kilashee, Naas, Co. Kildare

Principal: Mr. Colm O'Connor

Deputy Principal: Mr. Joseph Carroll

Night Class Contact: Feilím MacDonncha (045-898923)



## On-line Enrolment

Visit [www.kwetb.ie](http://www.kwetb.ie) for on-line registration from August 15th 2013.

## Enrolment Information

Further information on all courses can be found at [www.kwetb.ie](http://www.kwetb.ie)

## Enrolment Methods:

1. On-line at [www.kwetb.ie](http://www.kwetb.ie) from August 15th, 2013.
2. Call to the Adult Education Office (Piper's Hill College) from Monday August 26th (10.00 am - 1.00pm and 2.00 pm - 3.00 pm).
3. Enrolment Night - Tuesday September 17th (7.00 pm - 9.30 pm).

**Classes Begin - Week beginning September 30th, 2013 (unless otherwise stated)**

1. Additional charges for materials may be applied to some courses. The tutor will inform you of these arrangements on the first night.
2. Reduced fees do not apply to course marked with \*.
3. Reduced fees apply to non-professional courses (Terms and Conditions apply). See page 40.
4. Evidence of entitlement to fee reduction (Full Medical Card) must be produced in advance of course and/or on enrolment night. If you register on-line please bring evidence of entitlement to reduced fee to the school for verification before the classes begin.
5. Leaving Certificate
  - (a) Students who intend doing these courses should bear in mind a two year course is been completed, therefore a lot of work is involved. Regular attendance is essential.
  - (b) Prospective students should have achieved at least Grade B at Junior Certificate Ordinary Level and ideally would have completed Ordinary Level Leaving Certificate.

**Contact: Feilím MacDonncha (045-898923)**

**Email: [adulthoodeducation@phcol.ie](mailto:adulthoodeducation@phcol.ie)**



Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NAS13201</b>	Accounting Technicians Ireland (formerly IATI) Certificate - Year 1 *	Tues & Thurs	7.00 - 10.00 pm	27	€1020
<b>NAS13202</b>	Accounting Technicians Ireland (formerly IATI) Certificate - Year 2 *	Tues & Thurs	7.00 - 10.00 pm	27	€1020
<b>NAS13203</b>	I.I.P.A. Institute of Incorporated Public Accounts - Year 1 *	Tues & Thurs	7.00 - 10.00 pm	27	€1000
<b>NAS13204</b>	I.I.P.A. Institute of Incorporated Public Accounts - Year 2 *	Tues & Thurs	7.00 - 10.00 pm	27	€1000
<b>NAS13205</b>	Special Needs Assisting / Understanding Special Needs - QQI/FETAC Level 5*	Tues & Thurs	7:00 - 10.00 pm	13	€580
<b>NAS13206</b>	Childcare - QQI/FETAC Level 5 - Year 1 *	Tues & Thurs	7:00 - 10:00 pm	13	€580
<b>NAS13207</b>	Childcare - QQI/FETAC Level 5 - Year 2 *	Tues & Thurs	7:00 - 10:00 pm	13	€580
<b>NAS13208</b>	Train the Trainer - QQI/FETAC Level 6 *	Thurs	7.00 - 10.00 pm	13	€340
<b>NAS13209</b>	Community Care and Health Services - QQI/FETAC Level 5 - Year 1 *	Tues & Thurs	7.00 - 10.00 pm	13	€580
<b>NAS13210</b>	Community Care and Health Services - QQI/FETAC Level 5 - Year 2 *	Tues & Thurs	7.00 - 10.00 pm	13	€580
<b>NAS13211</b>	Advanced Certificate in Supervision in Childcare - QQI/FETAC Level 6 *	Tues & Thurs	7.00 - 10.00 pm	13	€680
<b>NAS13212</b>	Safety & Health at Work - QQI/FETAC Level 5 *	Wed	7.00 - 9.30 pm	10	€200
<b>NAS13213</b>	Computers for Complete Beginners	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13214</b>	Computers for Complete Beginners	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13215</b>	Computers (Improvers)	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13216</b>	Computers (Improvers)	Thurs	7.30 - 9.30 pm	8	€80

<b>NAS13217</b>	Computers (Improvers)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13218</b>	ECDL (European Computer Driving Licence)*	Tues	7.30 - 10.00 pm	25	€335
<b>NAS13219</b>	Spanish (Beginners)	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13220</b>	Spanish (Improvers)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13221</b>	French (Beginners)	Tues	7.00 - 9.00 pm	8	€80
<b>NAS13222</b>	French (Improvers)	Wed	7.00 - 9.00 pm	8	€80
<b>NAS13223</b>	Gaeilge (Beginners)	Thurs	7.00 - 9.00 pm	8	€80
<b>NAS13224</b>	Gaeilge (Improvers)	Thurs	7.00 - 9.00 pm	8	€80
<b>NAS13225</b>	Italian (Beginners)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13226</b>	Sign Language - (Beginners)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13227</b>	Sign Language - Intermediate	Thurs	7.30 - 9.30 pm	8	€80
<b>NAS13228</b>	Polish (Beginners)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13229</b>	Oil Painting (Advanced)	Thurs	7.00 - 9.00 pm	8	€80
<b>NAS13230</b>	Oil Painting (Beginners)	Thurs	7.00 - 9.00 pm	8	€80
<b>NAS13231</b>	Watercolour Painting (Beginners & Improvers)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13232</b>	Dressmaking	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13234</b>	Dressmaking	Thurs	7.30 - 9.30 pm	8	€80
<b>NAS13235</b>	Interior Decoration and Design	Wed	7.30 - 9.30 pm	6	€60
<b>NAS13236</b>	Flower Arranging	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13237</b>	The Joy of Cooking	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13238</b>	The Joy of Cooking	Thurs	7.30 - 9.30 pm	8	€80
<b>NAS13239</b>	Gluten Free Cooking and Baking for Coeliacs	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13240</b>	Learn the Skills of Crochet (Beginners)	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13241</b>	Crochet (Improvers)	Thurs	7.30 - 9.30 pm	8	€80
<b>NAS13242</b>	Bridge (Beginners)	Tues	7.30 - 9.30 pm	8	€80

<b>NAS13245</b>	Bridge (Improvers)	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13246</b>	Introduction to Counselling and Psychology	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13247</b>	Counselling & Psychology	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13248</b>	Tai Chi	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13249</b>	Pilates (Introduction)	Thurs	7.00 - 8.00 pm	8	€40
<b>NAS13250</b>	Pilates (Introduction)	Thurs	8.00 - 9.00 pm	8	€40
<b>NAS13251</b>	Pilates (Intermediate)	Thurs	9.00 - 10.00 pm	8	€40
<b>NAS13252</b>	Yoga - General	Wed	7.00 - 8.30 pm	8	€60
<b>NAS13253</b>	Yoga - Sport	Wed	8.30 - 10.00 pm	8	€60
<b>NAS13254</b>	Golf (Beginners)	Wed	7:00 - 8:30 pm	8	€60
<b>NAS13255</b>	Golf (Improvers)	Wed	8.30 - 10.00 pm	8	€60
<b>NAS13256</b>	Preparing for Labour (Ante Natal)	Tues	7.30 - 9.30 pm	4	€40
<b>NAS13257</b>	Adult Drama for Fun	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13258</b>	Indian Head Massage	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13259</b>	First Aid Certificate	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13260</b>	Aerobics (Beginners)	Tues	7.00 - 8.00 pm	8	€40
<b>NAS13261</b>	Aerobics	Tues	8:00 - 9:00 pm	8	€40
<b>NAS13262</b>	Creative Writing	Thurs	7.30 - 9.30 pm	8	€80
<b>NAS13263</b>	Mindfulness Based Stress Reduction (Meditation)	Tues	7.30 - 9.30 pm	8	€80
<b>NAS13264</b>	Genealogy - Family History Research	Wed	7.30 - 9.30 pm	8	€80
<b>NAS13265</b>	Leaving Cert. - Gaeilge (Higher Level)*	Thurs	7.30 - 10.00 pm	Full Year	€200
<b>NAS13266</b>	Leaving Cert. - Gaeilge (Higher Level) Aural & Oral*	Tues	7.30 - 10.00 pm	Full Year	€200
<b>NAS13267</b>	Leaving Cert. - Mathematics (Ordinary Level)*	Tues	7.30 - 10.00 pm	Full Year	€200

## PLC – Pipers Hill College, Naas

Course Title	Day	Time	Weeks	Fee (€)
QQI/FETAC Level 5 - Horsemanship	Full-time	9:00 - 4:00 pm	School Year	TBC
QQI/FETAC Level 6 - Advanced Cert. in Horsemanship	Full-time	9:00 - 4:00 pm	School Year	TBC

To Enrol: Application Form on the school website [www.phcol.ie](http://www.phcol.ie)

## ABE – ABCE Centre, Jigginstown, Naas

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NAL13201</b>	One-to-one Reading and Writing Support	Ongoing	Ongoing	40	No Fee
<b>NAL13202</b>	Spelling Course (starting 25th September)	Wed	7:00 - 8:30 pm	5	No Fee
<b>NAL13203</b>	Grammar & Punctuation (starting 6th November)	Wed	7:00 - 8:30 pm	5	No Fee
<b>NAL13204</b>	Maths	Tues	10:00 - 12:30 pm	20	No Fee
<b>NAL13206</b>	General Studies (starting 17th September)	Tues	9:30 - 12:00 noon	12	No Fee
<b>NAL13210</b>	Reading and Writing for English as a Second Language (ESOL)	Tues	2:00 - 4:00 pm	7	No Fee

**Contact:** Pat Bennett, Co-ordinator  
**Email:** [pbennett@kildarevec.ie](mailto:pbennett@kildarevec.ie)  
**Enrolment Venue:** Adult Basic & Community Education Centre, Jigginstown, Naas, Co. Kildare  
**Enrolment Date(s):** From Monday 9th September 2013  
**Enrolment Time(s):** Daytime 10:00 am - 4:00 pm on Monday to Thursday. 10 am - 1.00 pm Friday only.  
 Evening enrolments Monday 9th September 6:00 - 8:00pm  
**Date Classes Begin:** Week of 9th September 2013 (unless otherwise stated)

**Telephone:** 045-866314

No On-line Registration

## BTEI – ABCE Centre, Jigginstown, Naas

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13241</b>	Word Processing - QQI/FETAC Level 3	Mon & Tues	9:30 - 11:30 am	10	TBC
<b>BTE13242</b>	Internet Skills - QQI/FETAC Level 3	Wed	7:30 - 10:00 pm	13	TBC
<b>BTE13243</b>	Payroll Manual & Computerised - QQI/FETAC Level 5	Thurs	2:00 - 5:00 pm	20	TBC
<b>BTE13244</b>	Communications - QQI/FETAC Level 3	Tues & Thurs	10:00 - 12:30 pm	10	TBC
<b>BTE13245</b>	Return To Learning - QQI/FETAC Level 4	Wed & Fri	10:00 - 12:30 pm	16	TBC
<b>BTE13246</b>	Communications - QQI/FETAC Level 5	Thurs	2:00 - 5:00 pm	20	TBC
<b>BTE13247</b>	Computer Applications - QQI/FETAC Level 4	Wed & Thurs	9:30 - 11:30 pm	12	TBC
<b>BTE13248</b>	Spreadsheets - QQI/FETAC Level 4	Mon & Thurs	7.30 - 10.00 pm	12	TBC
<b>BTE13249</b>	Payroll Manual & Computerised - QQI/FETAC L5 (starting 10th September)	Tues	6:00 - 10:00 pm	16	TBC
<b>BTE13250</b>	Functional Maths - QQI/FETAC Level 4	Mon & Wed	2:00 - 4:00 pm	12	TBC
<b>BTE13251</b>	Healthcare Skills: Care of the Older Person Module - QQI/FETAC Level 5	Tues & Thurs	10:00 - 1:00 pm	10	TBC

**Contact:** Pat Bennett, Co-ordinator  
**Telephone:** 045-866314  
**Email:** pbennett@kildarevec.ie No On-line Registration  
**Enrolment Venue:** Adult Basic & Community Education Centre, Jigginstown, Naas, Co. Kildare  
**Enrolment Date(s):** From Monday 9th September 2013  
**Enrolment Time(s):** Daytime 10:00 am - 4:00 pm on Monday to Thursday. 10 am - 1.00 pm Friday only.  
 Evening enrolments Monday 9th September 6:00 - 8:00pm  
**Date Classes Begin:** Week of 9th September 2013 (unless otherwise stated)

## CES – ABCE Centre, Jigginstown, Naas

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>CEF13201</b>	Computers For Improvers	Mon	11:45 - 1:45 pm	8	€80
<b>CEF13202</b>	Art (Printing Techniques)	Mon	9:30 - 11:30 am	9	€80
<b>CEF13203</b>	Healthy Mind & Body (Part 1)	Mon	10:00 - 12:00 pm	8	€60
<b>CEF13204</b>	Internet & E-Mail (Part 1)	Mon	2.00 - 4.00 pm	8	€80
<b>CEF13205</b>	Computers For The Terrified	Tues	2.00 - 4.00 pm	8	€80
<b>CEF13206</b>	Tracing Your Family Tree (through the internet)	Wed	2.00 - 4.00 pm	5	€50
<b>CEF13207</b>	Photography (starting 6th November)	Wed	2:00 - 4:00 pm	7	€60
<b>CEF13208</b>	Acorn 50 + Group	Thurs	2:00 - 4:00 pm	32	€2
<b>CEF13209</b>	Mindfulness / Meditation	Fri	9:30 - 11:00 am	8	€20
<b>CEF13210</b>	Men's Health & Well Being (starting 1st October)	Tues	7:30 - 10:00pm	6	€20
<b>CEF13211</b>	Develop YOUR Leadership Skills	Wed	7:30 - 10:00 pm	8	€20
<b>CEF13212</b>	Living without Stress (Rathangan)	TBC	7:30 - 10:00 pm	6	€20
<b>CEF13213</b>	Human Rights Workshop (starting 10th December)	Tues	7:30 - 10:00 pm	1 Day	No Fee

Contact: Fiona O'Keefe Telephone: 045-881863  
 Email: ceoutreach@abce.ie  
 Enrolment Venue: Adult Basic & Community Education Centre, Jigginstown, Naas, Co. Kildare  
 Enrolment Date(s): From Monday 9th September 2013  
 Enrolment Time(s): Daytime 10:00 am - 4:00 pm on Monday to Thursday. 10 am - 1.00 pm Friday only.  
 Evening enrolments Monday 9th September 6:00 - 8:00pm  
 Special Circumstances: If fees, childcare etc. are a barrier to you joining a course, call Susan Cullinane at 045-881863.

## ESOL – ABCE Centre, Jigginstown, Naas

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NAL13207</b>	English for Speakers Of Other Languages (Beginners)	Mon	7:30 - 9.30 pm	7	No fee
<b>NAL13208</b>	English for Speakers Of Other Languages (Improvers)	Mon	7:30 - 9:30 pm	7	No fee
<b>NAL13209</b>	English for Speakers Of Other Languages (Improvers) (to include Reading and Writing for ESOL)	Mon	7:30 - 9:30 pm	7	No fee
<b>NAL13211</b>	English as a Second Language - QQI/FETAC Level 3	Wed	10:00 - 12:30 pm	20	No fee
<b>NAL13212</b>	English as a Second Language - QQI/FETAC Level 4	Mon	7:00 - 10:00pm	12	No fee

Contact: Marie Grogan Telephone: 045 866314  
 Email: abenaas@kildarevec.ie  
 Enrolment Venue: Adult Basic & Community Education Centre, Jigginstown, Naas, Co. Kildare  
 Enrolment Date(s): Monday 2nd September 2013  
 Enrolment Time(s): 10:00am - 4:00pm and 6:00 - 8:00 pm  
 Date Classes Begin: Week of 9th September, 2013 (unless otherwise stated)



# St. Conleth's Community College

Station Road, Newbridge, Co. Kildare

Principal: Ms. Mary Lonergan

Deputy Principal: Mr. Gerry Miller

Night Class Contact: John Flannery (045-437505)



## On-line Enrolment

Visit [www.kwetb.ie](http://www.kwetb.ie) for on-line registration from August 15th 2013.

## Enrolment Information

Further information on all courses can be found at [www.kwetb.ie](http://www.kwetb.ie)

## Enrolment Methods:

1. On-line at [www.kwetb.ie](http://www.kwetb.ie) from August 15th 2013
2. Enrolment Night - Tuesday September 17th (7.00 - 9.00 pm) in St Conleth's Community College, Newbridge.

**Classes Begin - Week beginning October 7th, 2013  
(unless otherwise stated)**

1. Additional charges for materials may be applied to some courses. The tutor will inform you of these arrangements on the first night.
2. Reduced fees do not apply to course marked with \*.
3. Reduced fees apply to non-professional courses (Terms and Conditions apply). See page 40.
4. Evidence of entitlement to fee reduction (Full Medical Card) must be produced in advance of course and/or on enrolment night. If you register on-line please bring evidence of entitlement to reduced fee to the school for verification before the classes begin.
5. Leaving Certificate
  - (a) Students who intend doing these courses should bear in mind a two year course is been completed, therefore a lot of work is involved. Regular attendance is essential.
  - (b) Prospective students should have achieved at least Grade B at Junior Certificate Ordinary Level and ideally would have completed Ordinary Level Leaving Certificate.

**Contact: John Flannery (045-437505)**

**Email: [adulted@stconlethsc.ie](mailto:adulted@stconlethsc.ie)**



Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NBS13201</b>	Occupational First Aid - QQI/FETAC Level 5*	Mon & Tues	7.00 - 9.30 pm	5	€200
<b>NBS13202</b>	Train the Trainer QQI/FETAC Level 6*	Mon	7:00 - 10:00 pm	13	€340
<b>NBS13203</b>	Diploma in Event Management*	Tues	7:30 - 9:30 pm	12	€230
<b>NBS13204</b>	Certificate in PR & Publicity Skills*	Mon	7:30 - 9:30 pm	10	€205
<b>NBS13205</b>	Supervisory Management Skills - QQI/FETAC Level 6*	Tues	7:00 - 10:00 pm	13	€340
<b>NBS13206</b>	UV Gel Nail Application (NSI)*	Tues	7:30 - 9:30 pm	8	€315
<b>NBS13207</b>	Manual and Computerised Bookkeeping - QQI/FETAC Level 5*	Tues	7:00 - 10:00 pm	15	€320
<b>NBS13208</b>	Customer Service - QQI/FETAC Level 5*	Mon	7:00 - 10:00 pm	13	€290
<b>NBS13209</b>	Leaving Certificate Mathematics (Ordinary Level)*	Mon	7:00 - 9:30 pm	Full Year	€200
<b>NBS13210</b>	Leaving Certificate Mathematics (Higher Level)*	Tues	7:00 - 9:30 pm	Full Year	€200
<b>NBS13211</b>	Leaving Certificate English (Higher Level)*	Mon	7:00 - 9:30 pm	Full Year	€200
<b>NBS13212</b>	Pilates (Beginners) (Monday 7.00pm)	Mon	7:00 - 8:15 pm	9	€55
<b>NBS13213</b>	Pilates (Improvers) (Monday 8.15pm)	Mon	8:15 - 9:30 pm	9	€55
<b>NBS13214</b>	Pilates (Improvers) (Tuesday 7.00pm)	Tues	7:00 - 8:15 pm	9	€55
<b>NBS13215</b>	Pilates (Beginners) (Tuesday 8.15pm)	Tues	8:15 - 9:30 pm	9	€55
<b>NBS13216</b>	Yoga (Improvers)	Mon	7:30 - 9:00 pm	9	€70
<b>NBS13217</b>	Yoga (Beginners)	Tues	7:30 - 9:00 pm	9	€70
<b>NBS13218</b>	Reiki (Beginners)	Mon	7:30 - 9:00 pm	9	€70
<b>NBS13219</b>	Zumba Fitness (7.00pm)	Tues	7:00 - 8:15 pm	9	€55

<b>NBS13220</b>	Zumba Fitness 8.15pm	Tues	8:15 - 9:30 pm	9	€55
<b>NBS13221</b>	Anatomy and Physiology (Beginners)	Tues	7:30 - 9:30 pm	9	€90
<b>NBS13222</b>	Digital Photography (Beginners)	Mon	7:30 - 9:30 pm	8	€90
<b>NBS13223</b>	Woodturning (Beginners)	Mon	7:30 - 9:30pm	9	€90
<b>NBS13224</b>	Woodturning (Improvers)	Tues	7:30 - 9:30 pm	9	€90
<b>NBS13225</b>	Dressmaking (Beginners)	Tues	7:30 - 9:30 pm	9	€90
<b>NBS13226</b>	Painting (Oils/Acrylics/Watercolours)	Mon	7:30 - 9:30 pm	9	€90
<b>NBS13227</b>	Joys of Cooking / Learn to Cook	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13228</b>	Italian Cookery	Tues	7:30 - 9:30 pm	9	€90
<b>NBS13229</b>	Creative Writing	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13230</b>	Philosophy (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13231</b>	Bridge (Beginners)	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13232</b>	Flower Arranging (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13233</b>	Spanish (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13234</b>	Italian (Improvers)	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13235</b>	Italian (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13236</b>	German (Beginners)	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13237</b>	Sign Language (Beginners)	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13238</b>	Learn to use your Computer or Laptop (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13239</b>	Computers (Improvers)	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13240</b>	Advance your Computers Skills	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13241</b>	Web Design (Beginners)	Mon	7.30 - 9.30 pm	9	€90
<b>NBS13242</b>	Grow U Business	Tues	7.30 - 9.30 pm	9	€90
<b>NBS13243</b>	Start-Ups and New Business	Mon	7.30 - 9.30 pm	9	€90

## PLC – St Conleth’s Community College, Newbridge, Co Kildare

Course Title	Day	Time	Weeks	Fee (€)
QQI/FETAC Level 6 - Advanced Business	Full-time	9:00 - 4:00 pm	School Year	400
QQI/FETAC Level 6 - Childcare Supervisor	Full-time	9:00 - 4:00 pm	School Year	TBC
Advanced Beauty Therapy	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Art, Craft and Design (Portfolio Preparation)	Full-time	9:00 - 4:00 pm	School Year	400
CIBTAC Beauty Therapy	Full-time	9:00 - 4:00 pm	School Year	TBC
QQI/FETAC Level 5 - Business and I.T.	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Business Studies	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Childcare	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Community Care	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Computer Science	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Pre-Nursing	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Pre-Arts Languages	Full-time	9:00 - 4:00 pm	School Year	400
QQI/FETAC Level 5 - Pre-Science	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Security and Business	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Sport and Recreation	Full-time	9:00 - 4:00 pm	School Year	200
QQI/FETAC Level 5 - Wider Options	Full-time	9:00 - 4:00 pm	School Year	200

**To Enrol:** Application Form on the school website [www.stconlethsc.ie](http://www.stconlethsc.ie)

Note: Additional costs for materials, exam fees, first aid courses will apply. For additional information: [www.stconlethsc.ie](http://www.stconlethsc.ie)

## ESOL – St. Conleth’s Community College, Newbridge

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NAL13215</b>	Reading and Writing for English For Speakers Of Other Languages (ESOL)	Tues	7.30 - 9.30 pm	7	No fee
<b>NAL13216</b>	English as a Second Language - QQI/FETAC Level 3	Tues	7.00 - 9.30 pm	12	No fee

**Contact:** Marie Grogan **Tel:** 045 866314  
**Email:** abenaas@kildarevec.ie  
**Enrolment Date:** Tuesday 17th September 2013  
**Enrolment Time:** 7:00 - 9:00 pm  
**Enrolment Venue:** St. Conleth’s Community College, Station Road, Newbridge, Co. Kildare.  
**Date Classes Begin:** 1st October 2013

## ESOL – Adult and Further Education Centre, Newbridge

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>NAL13213</b>	English For Speakers Of Other Languages (Beginners)	Thurs	10.00 - 12.00 noon	7	No fee
<b>NAL13214</b>	English For Speaker Of Other Languages (Improvers)	Thurs	10.00 - 12.00 noon	7	No fee

**Contact:** Marie Grogan **Tel:** 045 866314  
**Email:** abenaas@kildarevec.ie  
**Enrolment Date:** Thursday 5th September 2013  
**Enrolment Time:** 10.00 - 12.00 pm  
**Enrolment Venue:** Adult and Further Education Centre, Áras Sláinte, Station Road, Newbridge, Co. Kildare.  
**Date Classes Begin:** 12th September 2013

# Ardcoil Rath Iomgháin

Rathangan, Co. Kildare

**Principal:** Mr. Paul Murphy

**Deputy Principal:** Ms. Deirdre Doyle

**Night Class Contact:** Helen Flynn (045-524384)



## On-line Enrolment

Visit [www.kwetb.ie](http://www.kwetb.ie) for on-line registration from August 15th 2013.

## Enrolment Information

Further information on all courses can be found at [www.kwetb.ie](http://www.kwetb.ie)

## Enrolment Methods:

1. On-line at [www.kwetb.ie](http://www.kwetb.ie) from August 15th 2013
2. Enrolment Night - Monday September 9th (7.00 - 9.00 pm) in Rathangan Post-Primary School.

**Classes Begin - Week beginning September 23rd 2013 (unless otherwise stated)**

1. Additional charges for materials may be applied to some courses. The tutor will inform you of these arrangements on the first night.
2. Reduced fees do not apply to course marked with \*.
3. Reduced fees apply to non-professional courses (Terms and Conditions apply). See page 40.
4. Evidence of entitlement to fee reduction (Full Medical Card) must be produced in advance of course and/or on enrolment night. If you register on-line please bring evidence of entitlement to reduced fee to the school for verification before the classes begin.

**Contact:** Helen Flynn (045-524384)

**Email:** [rathanganadulted@gmail.com](mailto:rathanganadulted@gmail.com)

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>RAS13201</b>	Family Tree	Wed	7:30 - 9:30 pm	8	€80
<b>RAS13202</b>	Pilates (Beginners)	Wed	6:45 - 7:45 pm	8	€40
<b>RAS13203</b>	Aerobics	Wed	9:00 - 10:00 pm	8	€40
<b>RAS13204</b>	Pilates (Progressive Level)	Wed	7:45 - 8:45 pm	8	€40
<b>RAS13205</b>	Baking and Patisserie	Wed	7:30 - 9:30 pm	8	€80
<b>RAS13206</b>	Zumba Fitness	Wed	7:00 - 8:00 pm	8	€40
<b>RAS13207</b>	Garden Design and Vegetable Growing	Wed	7:30 - 9:30 pm	8	€80
<b>RAS13208</b>	Basic Irish	Wed	7:30 - 9:30 pm	8	€80
<b>RAS13209</b>	Cookery Class (MEN ONLY)	Tues	7:00 - 9:00 pm	6	€60

## PLC – St. Farnan’s Post Primary School, Prosperous

Course Title	Day	Time	Weeks	Fee (€)
QQI/FETAC Level 5 - eBusiness, Information Technology & Office Administration	Full Time	9.00 - 4.00 pm	School Year	€200

To Enrol: Application Form on the school website [www.stfarnans.ie](http://www.stfarnans.ie)

# Athy College

Athy, Co. Kildare

**Principal:** Mr. Richard Daly

**Deputy Principal:** Dr. Breda Sunderland

**Night Class Contact:** Claire O'Connor (059-8631663)



## **On-line Enrolment**

Visit [www.kwetb.ie](http://www.kwetb.ie) for on-line registration from August 15th 2013.

## **Enrolment Information**

Further information on all courses can be found at [www.kwetb.ie](http://www.kwetb.ie)

## **Enrolment Methods:**

1. On-line at [www.kwetb.ie](http://www.kwetb.ie) from August 15th 2013.
2. Enrolment for classes Thursday September 12th 2013, 7.00 - 8.30 pm  
Friday, September 20th 2013, 1.30 - 2.30 pm

**Classes Begin - Week beginning September 30th 2013**

1. Additional charges for materials may be applied to some courses. The tutor will inform you of these arrangements on the first night.
2. Reduced fees do not apply to course marked with \*.
3. Reduced fees apply to non-professional courses (Terms and Conditions apply). See page 40.
4. Evidence of entitlement to fee reduction (Full Medical Card) must be produced in advance of course and/or on enrolment night. If you register on-line please bring evidence of entitlement to reduced fee to the school for verification before the classes begin.

**Contact:** Claire O'Connor (059-8631663)

**Email:** [nightclasses@athycollege.ie](mailto:nightclasses@athycollege.ie)

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>ATS13201</b>	Art and Oil Painting	Wed	7.30 - 9.30 pm	8	€80
<b>ATS13202</b>	Pilates	Wed	8:30 - 9:30 pm	8	€40
<b>ATS13203</b>	Yoga	Thurs	8:15 - 9:30 pm	8	€50
<b>ATS13204</b>	Relaxation and Meditation	Thurs	7:00 - 8:00 pm	6	€30
<b>ATS13205</b>	Self Defence	Wed	7:00 - 8:00 pm	6	€30
<b>ATS13206</b>	Circuit Training	Wed	6:00 - 7:00 pm	8	€40
<b>ATS13207</b>	Digital Photography	Thurs	7:30 - 8:30 pm	6	€30
<b>ATS13208</b>	Zumba	Tues	7:00 - 8:00 pm	8	€40
<b>ATS13209</b>	Basic Skills of Cookery	Wed	7:00 - 9:00 pm	6	€60





## ABE – Athy Adult Learning Centre

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>ATL13201</b>	Reading Writing and Spelling (starting 16th September)	Mon	10:00 - 12:00 noon	18	No Fee
<b>ATL13202</b>	Computers for Beginners	Thurs	10:00 - 12:00 noon	18	No Fee
<b>ATL13203</b>	Computer Literacy - QQI/FETAC Level 3	Tues	10:00 - 12:00 noon	18	No Fee
<b>ATL13204</b>	Information Technology Skills - QQI/FETAC Level 4	Wed	7.00 - 9.00 pm	18	No Fee
<b>ATL13205</b>	Computers for Beginners	Tues	7:00 - 9:00 pm	30	No Fee
<b>ATL13206</b>	Basic Communications	Wed	10:00 - 12:00 noon	18	No Fee
<b>ATL13207</b>	General Studies (starting 7th October)	Mon & Tues	10:00 - 1:00 pm	14	No Fee
<b>ATL13208</b>	Basic Maths	Tues	10:00 - 12:00 noon	18	No Fee
<b>ATL13209</b>	Basic Irish	Thurs	7:00 - 9:00 pm	12	No Fee
<b>ATL13210</b>	Digital Photography (Beginners)	Wed	10:00 - 11.30 noon	12	No Fee
<b>ATL13211</b>	Digital Photography (Advanced)	Wed	11.30 - 1.00 pm	12	No Fee
<b>ATL13212</b>	Basic English For Speakers Of Other Languages (E.S.O.L.)	Tues	7:00 - 9:30 pm	12	No Fee
<b>ATL13213</b>	English For Speakers Of Other Languages (ESOL) (Improvers)	Fri	10.00 - 12.00 noon	12	No Fee
<b>ATL13214</b>	Art (Beginners)	Mon	7.00 - 9.00 pm	12	No Fee

**Contact:** Imelda Carroll  
**Telephone:** 059-8633270  
**Email:** imeldacarroll@kildarevec.ie  
**Enrolment Venue:** Athy Adult Learning Centre, 16 Nelson Street, Athy, Co. Kildare.  
**Enrolment Date:** Tuesday 10th September 2013  
**Enrolment Time:** 10:00am - 4:00pm  
**Date Classes Begin:** Week of 23rd October 2013 (unless otherwise stated)

## BTEI – Athy Adult Learning Centre

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13212A</b>	Preparation for Return to Education and Training	Wed & Fri	10.00 - 1.00 pm	9	TBC
<b>BTE13213A</b>	Childcare - QQI/FETAC Level 5	Wed	10.00 - 1.00 pm	15	TBC
<b>BTE13214A</b>	English as a Second Language - QQI/FETAC Level 4	Fri	10.00 - 11.30 am	20	TBC
<b>BTE13215A</b>	Community Care - QQI/FETAC Level 5	Fri	10.00 - 1.00 pm	15	TBC
<b>BTE13216A</b>	Payroll- Manual/Computerised - QQI/FETAC Level 5	Mon	8.00 - 12.00 noon	26	TBC
<b>BTE13217A</b>	Information Technology Skills - QQI/FETAC Level 4	Wed	7.00 - 9.00 pm	20	TBC
<b>BTE13218A</b>	Communications - QQI/FETAC Level 5	Thurs	10.00 - 1.00 pm	15	TBC
<b>BTE13219A</b>	Employability Skills - QQI/FETAC Level 3	Tue & Thurs & Fri	10.00 - 1.00 pm	30	TBC

**Contact:** BTEI Outreach Worker  
**Telephone:** 059-8633270  
**Email:** bteiathy@kildarevec.ie  
**Enrolment Venue:** Athy Learning Centre, 16 Nelson Street, Athy. Co. Kildare.  
**Enrolment Date:** Thursday 12th September 2013  
**Enrolment Time:** 10:00am - 4:00pm  
**Date Classes Begin:** Week of 23rd and 30th September 2013 (unless otherwise stated)

## ABE – Kildare Adult Learning Centre, Kildare Town

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>KDL13201</b>	Reading, Writing & Spelling	Mon	10:00 - 12:00 noon	18	No Fee
<b>KDL13202</b>	Computers for Beginners	Mon	10:00 - 11:30 am	12	No Fee
<b>KDL13203</b>	Basic Communications	Mon	10.00 - 12:00 noon	24	No Fee
<b>KDL13204</b>	Word Processing	Mon	11:30 - 1:00 pm	12	No Fee
<b>KDL13205</b>	Computers for Beginners (Evening)	Tues	7:30 - 9:30 pm	13	No Fee
<b>KDL13206</b>	Digital Photography (Beginners)	Tues	10:00 - 11:30 am	20	No Fee
<b>KDL13207</b>	Digital Photography (Advanced)	Tues	11:30 - 1:00 pm	20	No Fee
<b>KDL13208</b>	General Studies	Mon & Tues	10.00 - 1.00 pm	14	No Fee
<b>KDL13209</b>	Basic Maths	Thurs	10:00 - 12:00 noon	13	No Fee
<b>KDL13210</b>	English For Speakers Of Other Languages (ESOL) (Beginners) (starting 17th September)	Tues	6:00 - 8:00 pm	12	No Fee
<b>KDL13211</b>	English for Speakers of Other Languages (ESOL) (Improvers) (starting 16th September)	Mon	7.30 - 9.30 pm	12	No Fee
<b>KDL13212</b>	Art (Beginners)	Wed	7.30 - 9.30 pm	13	No Fee
<b>KDL13213</b>	Basic Irish	Thurs	7.30 - 9.30 pm	12	No Fee
<b>KDL13214</b>	Junior Cert. - English (starting 26th September)	Wed	7.30 - 9.30 pm	30	No Fee
<b>KDL13215</b>	Leaving Cert. - English	Thurs	7.30 - 9.30 pm	30	No Fee

Contact: Imelda Carroll  
Telephone: 045-522003  
Email: imeldacarroll@kildarevec.ie  
Enrolment Venue: Kildare Adult Learning Centre, Abbeyview House, Kildare Town, Co. Kildare  
No on-line registration  
Enrolment Date: Thursday 12th September 2013  
Enrolment Time: 10:00am - 4:00pm  
Date Classes Begin: Week of 23rd September 2013 (unless otherwise stated)

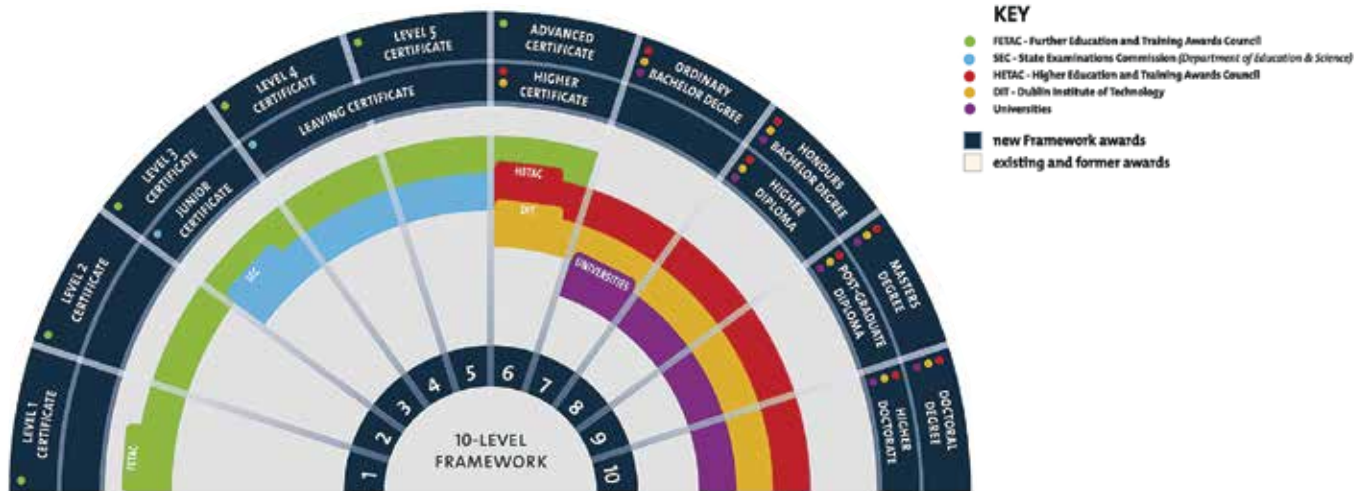


## BTEI – Kildare Adult Learning Centre, Kildare Town

Course No.	Course Title	Day	Time	Weeks	Fee (€)
<b>BTE13201K</b>	Computer Literacy	Wed	10:00 - 11:30 am	18	TBC
<b>BTE13202K</b>	Information Technology Skills - QQI/FETAC Level 4	Thurs	7.30 - 9.30 pm	16	TBC
<b>BTE13203K</b>	Communications - QQI/FETAC Level 3	Wed	10:00 - 12:00 noon	16	TBC
<b>BTE13204K</b>	Communications - QQI/FETAC Level 5	Wed	10.00 - 1.00 pm	16	TBC
<b>BTE13205K</b>	Preparation for Return to Education & Training	Wed & Fri	10.00 - 1.00 pm	9	TBC
<b>BTE13206K</b>	English as a Second Language - QQI/FETAC Level 4	Tues	8.00 - 10.00 pm	20	TBC
<b>BTE13207K</b>	Manual and Computerised Book-Keeping - QQI/FETAC Level 5	Wed	7.30 - 9.30 pm	24	TBC
<b>BTE13208K</b>	Payroll-Manual & Computerised - QQI/FETAC Level 5	Fri	7:00 - 9:00 pm	20	TBC
<b>BTE13209K</b>	Word Processing - QQI/FETAC Level 5	Wed	11:30 - 1:00 pm	20	TBC
<b>BTE13210K</b>	Employability Skills	Tue & Thurs & Fri	10:00 - 1:00 pm	30	TBC
<b>BTE13211K</b>	Childcare - QQI/FETAC Level 5	Tues	7:00 - 10:00 pm	15	TBC

**Contact:** BTEI Outreach Worker  
**Telephone:** 087-6667367 / 045-522003  
**Email:** bteikildare@kildarevec.ie  
**Enrolment Venue:** Kildare Adult Learning Centre, Abbey View House, Kildare Town, Co. Kildare.  
**Enrolment Date:** Tuesday 10th September 2013  
**Enrolment Time:** 10:00am - 4:00pm  
**Date Classes Begin:** Week of 16th and 23rd September 2013 (unless otherwise stated)

# QQI/FETAC Certification



QQI (Quality and Qualifications Ireland) is the national awarding body for all further education and training in Ireland. It is a statutory body which ensures recognition of all education and training qualifications on a national and international level. At the end of certain learning programmes, students are encouraged to submit proof of their learning in portfolio form for assessment by QQI/FETAC.







## Contact List for County Kildare Region of KWETB

Centre	Service	Name	Telephone	Email
Athy	ABE	Imelda Carroll	059-8633270	imeldacarroll@kildarevec.ie
Athy	VTOS	Mary Campbell	059-8632044	vtosathy@kildarevec.ie
Athy	Youthreach	Ellie Reddy	059-8638412	youthreachathy@kildarevec.ie
Kildare	ABE	Imelda Carroll	045-522003	imeldacarroll@kildarevec.ie
Leixlip	ABE	Mary Faughnan	01-6246528	mfaughnan@kildarevec.ie
Leixlip	VTOS	Eilis Clare	01-6246420	vtosleixlip@kildarevec.ie
Leixlip	Youthreach	Lorraine O'Sullivan	01-6244084	youthreachleixlip@kildarevec.ie
Naas	ABE	Pat Bennett	045-866314	pbennett@kildarevec.ie
Naas	Community Ed.	Susan Cullinane	045-881863	scullinane@kildarevec.ie
Naas	Youthreach	Jonathan McNab	045-888938	jonathanmcnab@youthreachnaas.ie
Newbridge	Adult Guidance	Angela Doherty	045-448512	adultguidance@kildarevec.ie
Newbridge	VTOS	Ray Creighton	045-434297	vtosnewbridge@kildarevec.ie

Schools		Name	Telephone	Email
Naas	Principal	Colm O'Connor	045-897885	info@phcol.ie
Newbridge	Principal	Mary Loneragan	045-431417	stconlethsc@eircom.net
Rathangan	Principal	Paul Murphy	045-524384	ardsrath@imagine.ie
Curragh	Principal	Eric Gaughran	045-441809	principal@curragh.org
Athy	Principal	Richard Daly	059-8631663	mail@athycollege.ie
Prosperous	Principal	Eddie Collins	045-868152	info@stfarnans.ie
Maynooth	Principal	Johnny Nevin	01-6286060	principal@mpps.ie
Castledermot	Principal	Ciaran Keegan	059-9144167	principal@colaistelorcain.com
Confey	Principal	Niall Hare	01-6245322	info@confeycollege.org
Naas CNS	Principal	Marianne Henry	045-988177	principal@naasns.ie

**Chief Executive Officer:**

Mr. Sean Ashe

**Email:** ceo@kwetb.ie

**Education Support Officer:**

Ms. Patricia O'Brien

**Email:** patriciaobrien@kwetb.ie

**Adult Education Officer:**

Dr. Des Murtagh

**Email:** desmurtagh@kwetb.ie

# Terms & Conditions

## Terms and Conditions

1. No course will be formed where the number of students does not warrant it.
2. The school/centre reserves the right to close a course or to modify it in any manner it deems suitable at any time.
3. Enrolments may take place one week after the commencement of a course provided there are vacancies.
4. Admission to courses is confined to those over 16 years who have left full-time second level education.
5. The provision of classes during the mid-term break may vary according to schools/centres.
6. Responsibility cannot be accepted for loss or damage to the property of students.
7. Limited parking available at schools/centres.
8. Smoking is strictly prohibited in any part of the school/centre premises or grounds.

## Fees

1. Full fees must be paid prior to the commencement of each class. Fees can be paid through the following methods:
  - on-line at [www.kwetb.ie](http://www.kwetb.ie)
  - postal enrolment
  - enrolment nights/days
2. Cheques should be crossed and made payable to Kildare and Wicklow ETB. Examination fees or registration fees (where applicable) are not included in the course fee.
3. When enrolling on-line with a Credit/Laser Card in a name other than your own, please supply the name on the Credit/Laser Card.
4. Where necessary an additional charge will be made for class materials. This will be collected by the tutor at the beginning of

the class. In many cases the tutor may have the materials for sale at the commencement of the course.

5. Any subsequent re-imburement of fees by employers for students is a matter for the student and their employers.
6. There is no Fee Reduction for Certificate, Professional or Diploma courses.
7. The cost of second chance courses e.g. Junior and Leaving Certificate classes for students with less than Leaving Certificate is €200.00.

## Refund of Fees

- Fees are non-refundable except where a course does not take place due to poor enrolment.
- In the event of the cancellation of a course refunds will be issued within 15/20 working days of the due start date of the course. In all other circumstances refunds will be issued within 30 working days of the due start date of the course.
- In the event of the cancellation of a course payments made by cash/cheque will be refunded into bank accounts. Bank account details and PPS numbers will be requested in this situation.

**Fee Reduction: 30% of the tuition fee is waived in the case of holders of a current **FULL** Medical card.**

Evidence of entitlement to fee reduction (current Full Medical Card) must be produced in advance of the course commencing or on the enrolment day where appropriate. If you register on-line please bring your Medical Card to the school or centre for verification before the classes begin.

# County Kildare Region of KWETB Services

- S = School
- N = Night Classes - Second Level Schools / Colleges
- A = Adult Basic Education Centre
- Y = Youthreach Centre
- V = VTOS Centre
- P = Post Leaving Certificate Courses
- C = Community Education Services
- B = Back to Education Initiative
- G = Adult Guidance

Every effort has been made to ensure the information contained in this brochure is accurate. Kildare and Wicklow ETB is not liable for any errors or omissions.

Acknowledgement: Kildare and Wicklow ETB wishes to thank all who contributed to the production of this publication.

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The contents of this brochure is for information purposes only and should not be viewed as the basis of a contract between Kildare and Wicklow ETB and any student or other person. Kildare and Wicklow ETB reserves the right to cancel any course and/or amend courses, fees, regulations, times or venues at any time.

For a more detailed map please go to [www.kwetb.ie](http://www.kwetb.ie)





# Kildare and Wicklow Education and Training Board



**etb**

Bord Oideachais agus Oiliúna  
Chill Dara agus Chill Mhantáin  
*Kildare and Wicklow  
Education and Training Board*



Email: [admin@kwetb.ie](mailto:admin@kwetb.ie)  
Web: [www.kwetb.ie](http://www.kwetb.ie)



Bord Oideachais agus Oiliúna  
*Chill Dara agus Chill Mhantáin*



Ireland's EU Structural Funds  
Programmes 2007 - 2013  
Co-funded by the Irish Government  
and the European Union



EUROPEAN SOCIAL FUND



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AGUS SCELEAINNA EDUCATION  
AND SKILLS



*Investing in your Future*