

Jesus & Mary Secondary School, Enniscrone, Co. Sligo.

INFORMATION LEAFLET

ADULT / PLC COURSES

in

- ⦿ **Art, Craft and Design**
- ⦿ **Business Studies / Secretarial**
- ⦿ **Childcare level 5**
- ⦿ **Design**
- ⦿ **ebusiness**
- ⦿ **Furniture Design**
- ⦿ **Interior Design**
- ⦿ **Supervision in Childcare level 6**

THESE ARE ONE YEAR FULL TIME COURSES OFFERING TRAINING TO STUDENTS LEADING TO NATIONAL CERTIFICATES LEVEL II ACREDITED BY THE NATIONALLY AND INTERNATIONALLY RECOGNISED AWARDING BODY - FETAC.

⇒ **Also on offer - pending demand**

- *Beginners Computers**
- *Conflict Management**
- *Digital Photography**

- *Mediation**
- *Nutrition/ Cookery**
- *Personal Effectiveness**

Courses Available & Content

Business Studies/Secretarial

Students will cover the following modules:

Spreadsheet Methods, Presentation Software, Customer Service, Information & Administration, Text Production, Word Processing, Data Entry, I.T. skills, Computer Applications, Communications and Work Experience.

e-Business

Students will cover the following modules:

The Internet, Web Design, eBusiness Studies, Word Processing, Data Entry, I.T. Skills, Computer Applications, Presentation Software, Spreadsheet Methods, Communications and Work Experience.

Childcare Level 5 –

Students will cover the following modules:

Caring for children (0-6 years), Working in Childcare, Child Development, Understanding Special Needs, Early Childhood Education, Social Studies, Communications, Occupational First Aid, Work Experience and Safety in Childcare.

Childcare and Supervision in Childcare level 6

This course is open to students who have completed the FETAC Level 5 in Childcare or an equivalent qualification. This course is designed to qualify students with previous experience in Childcare to work in a supervisory or management capacity in the area of Early Childhood Care and Education (ECCE). Continuous practical experience of working with young children is an essential part of this course.

Who should apply?

- People who wish to engage in a new activity in an informal, social environment.
- Students who sat their Leaving Cert. in June and wish to defer 3rd Level offers for a year in order to acquire additional skills.
- Mature students who wish to avail of a second chance in education.
- Mature students who wish to update their skills in order to return to the workforce.

INTERESTED?

Then contact :

Sr. Mary Kelly, Principal

Telephone/Fax: (096) 36496

email: JMSSPLC@gmail.com

Art, Craft & Design

Students will cover the following modules:

Drawing, Design, Sculpture, Ceramics, Painting, Colour and Light, Digital Photography, Printmarking, Communications and Work Experience.

Furniture Design

Students will cover the following modules:

Drawing, Design, Furniture Making, Architectural Drawing, Computer Aided Draughting, Ceramics, Sculpture, Communications and Work Experience. The furniture design course will appeal to learners who will enjoy the use of creative techniques and who are interested in learning a range of skills to design and make innovative furniture.

Interior Design

Students will cover the following modules:

Design, Architectural Drawing, Colour and Light, Drawing, Painting, Ceramics, Sculpture, Bog Oak, Photography, Computer Aided Draughting, the Internet, Communications and Work Experience. Interior Design is the process of shaping the experience of interior space through the manipulation of spatial volume as well as surface treatment.

Community and Health Services

Communications, Work Experience, Anatomy and Physiology, Care Provision and Practice, Introduction to Nursing, Nutrition, Social Studies and any other Level 5 module.

Modules

Digital Photography

Students will learn how to properly use the many functions on modern cameras as well as how to alter their images using digital editing software. The course also encourages creativity through a series of projects to be undertaken both in and out of the classroom.

Nutrition/Cookery

This module is designed to provide the learner with knowledge of the composition of food and an understanding of how food affects an individual's personal well-being.

Personal Effectiveness

This module offers the learner the opportunity to develop, practise and gain credit for a range of key generic personal and interpersonal skills which are important in dealing with many situations in working and social life.

Conflict Management

This module is designed to equip learners with the skills and knowledge to strengthen and develop their personal understanding of their own style of conflict management.

Beginners Computers

Students will get the opportunity to acquire basic computer skills such as: File Management, Word Processing and Internet Browsing.

General Information

Access to Higher Education: As well as offering a direct route to employment, these courses provide access to Third Level Education. The Higher Education Links Scheme enables holders of this Certificate to progress to Diploma and Degree courses at various Institutes of Technology and Universities.

Career Options: The skills acquired on these courses will provide the foundations for a wide range of career options pertaining to their course, from gainful access to immediate employment or college placement.

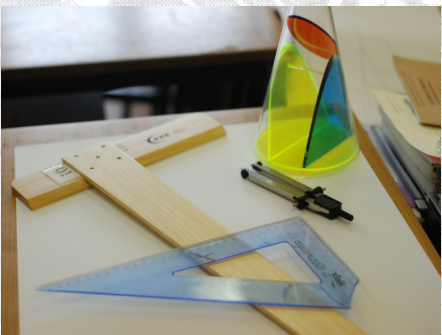
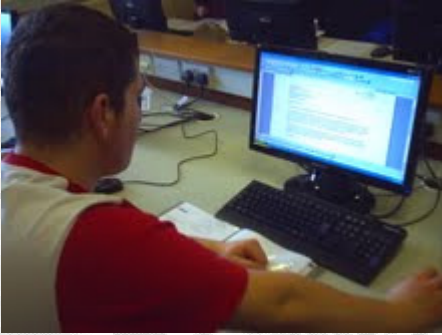
Fees and Grants: Fees for the courses as of September 2011 are €200. Medical card holders are exempt. Eligible candidates can maintain their Department of Social Welfare Payments. A means tested maintenance grant is available to PLC students payable from the Grants Office of their local VEC.

PLEASE TAKE NOTE:

As each individual's situation is unique to them, we strongly advise you to contact your local VEC or Department of Social Welfare Office yourself for any additional information you may require.

Social Welfare Office, Ballina(096) 60833
VEC, Sligo(071) 91 42438

Here are some of our PLC students hard at work



Would you like to increase your chances of employment?

Did you miss out on educational opportunities
when you were younger?

Do you need to update your skills to compete
more successfully in
today's employment market?

Did you defer a year from college to acquire
new skills for a lifetime?

Assessment & Certification

Certification is awarded by FETAC (Further Education and
Training Awards Council).

Candidates who successfully complete the entire course will
be awarded a FETAC Level 5 Certificate.

Candidates who achieve less than the required standard for
the full course will be awarded a Record of Achievement for
those modules in which they have been successful.

Candidates can complete new modules each year eventually
leading to a full certificate.

Assessment takes place on an ongoing basis throughout the
year and in the month of May. Assessments are based on
part project work and part examination.