

Back to Education Initiative

TIPPERARY EDUCATION AND TRAINING BOARD

Part time Day & Evening Courses



in Clonmel

Starting from January 2016

Training for Adults returning to Education

Free courses for those with:

- Social Welfare payments/Medical card

And

Highest Level of Education being:

- Less than Upper Second Level Education
(those who did not complete Leaving Certificate)
- Leaving certificate completed 15 years ago or more

Courses will take place in the:

**Back to Education Initiative,
North Block, Army Barracks Campus,
Dillon Street, Clonmel, Co. Tipperary**



Apply to:

Back to Education Initiative (BTEI),
Adult Education Centre,
Tipperary Education and Training Board,
Army Barracks Campus,
Dillon Street, Clonmel, Co. Tipperary.

Phone: 052-6176755 Extn. 23

Email: bwhelan@tipperaryetb.ie

Growing Vegetables Introductory Level

Course Code: S-15-3-3B

This course is suitable for those who have some experience of gardening and may want to develop this further. This course would form a foundation for those who may wish to progress to the Major Award in Horticulture 4M1994 with a view to starting a career in this area. This course is quite practical and will be delivered on site in our outdoor training gardens so a love of the outdoors and the ability to be able to bend, sow, dig, etc, is required.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
3	3N0890	Wednesday	9.30 am – 1.30 pm	20 weeks	03/02/2016	24/05/2016	29/01/2016

Woodwork Introductory Level

Course Code: S-15-3-3B

This course is suitable for those who want to complete a practical course in Woodwork. 80% of this course is completed by Skills Demonstration that include making a selection of the following craft items: Picnic Table; Jewellery Box; Practice Joints; Coffee Table; Childs toy; Picture Frame; Tool box.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
3	3N0589	Monday & Wednesday	1.30 pm – 4.30 pm	15 weeks	11/01/2016	27/04/2016	04/01/2016

Everyday Baking Introductory Level

Course Code: S-15-3-3B

This course is practical and would suit those who want to develop their interest in the Culinary Skills area. It is also aimed at those who may want to develop life skills in cooking.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
3	3N0552	Monday	2.00 pm – 5.00 pm	12 weeks	08/02/2016	09/05/2016	01/02/2016

Using Digital Media & Digital Photography Introductory Level

Course Code: S-15-3-3A

To provide the Learner with an initial exploration of the world of Information and Communication Technologies. To facilitate the Learner in using some of the most commonly available software applications to complete personally relevant tasks. To provide the Learner with the opportunity to improve their reading, writing and numeracy skills, under the umbrella theme of learning about information and communication technologies

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
3	3N0552 & 3N0791	Thursday & Friday	9.30 am – 1.00 pm	12 weeks	07/01/2016	26/03/2016	18/12/2015

Developing Communication Skills

Course Code: S-15-3-3A

This course will help learners who want to develop their communication skills by aiding them to express concepts, thoughts, feelings, facts and opinions in both oral and written form. This course will also develop listening, speaking, questioning, reading and writing skills. Confidence in communicating in a range of situations in the objective for learners who have lower levels of skills in this area.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
3	3N0880	Thursday & Friday	9.30 am – 1.00 pm	11 weeks	03/03/2016	27/05/2016	22/02/2016

Technical Drawing

Course Code: S-15-4-5

This course is part of the Engineering award run in this centre. It is aimed at those with no formal qualifications in Engineering but with a good interest & some practical skills in this area. Learners who come on this course should ideally want a career in the trades and may aspire to apprenticeship training in the future.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
4	4N1289	Monday & Wednesday	9.30 am – 1.00 pm	11 weeks	04/01/2016	16/03/2016	18/12/2015

Communications & Information Technology (Intermediate Level) Course Code: S-15-4-3

This course is suitable for learners who wish to return to the workforce and want to develop Information and Communication skills. This level is intermediate and learners should be able to do some word processing, access the internet and have reasonable reading/writing skills.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
4	4N0689 & 4N1125	Monday & Tuesday	9.30 am – 1.00 pm	15 weeks	29/02/2016	14/06/2016	22/02/2016

Hard Landscape Construction Course Code: J-16-4-1

This course is part of the Major Award in Horticulture 4M1994. Learners who apply to this course should have a career plan to work in the Horticultural area. They must have a love of the outdoors, be able to work physically (digging, lifting, laying pavements, putting in paths) and have an interest in garden design, plant propagation and growing fruit/vegetables/plants. A reasonable level of reading and writing is also required.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
4	4N0681	Thursday & Friday	9.30am-1.30 pm	12 weeks	08/01/2016	25/03/2016	18/12/2015

Sports & Recreation: Health Related Fitness & Work Experience & Level 5 Soccer**Coaching (in conjunction with Sports Partnership)**

Course Code: J-16-4-2

This course includes 2 QQI Components: Health Related Fitness & Work Experience. It is being run in conjunction with Sports Partnership and is aimed at Jobseekers - particularly those who are in the age 18 to 24 group (but not exclusively). An interest in sport and a good physical fitness are required. Those who apply to this course should want to develop their skills to progress to further education and training in this field.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
4	4N2666 & 4N1168 with 5N4887	Monday & other day to be confirmed	9.30 am – 1.00 pm & 1.30 pm – 5.00 pm	20 weeks	01/02/2016	20/06/2016	12/12/2015

Web Authoring (advanced level) Course Code: S-15-4-3

Learners who wish to do this course should have a good standard of Information Technology skills and should want to be able to work on Web Design to employment level.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N1910	Wednesday	9.30 am – 1.30 pm	20 weeks	03/02/2016	29/06/2016	22/01/2016

Care of the Older Person Course Code: S-15-5-2

This course is required by Nursing Homes and Hospitals as part of the overall education and training in Health Service Skills. Those that apply for this course should ideally have some previous experience (either personally or professionally) in the healthcare area. They should be aiming to apply for work and be able carry out the tasks associated with working with older people - lifting, aiding mobility, assisting with toileting, etc. It is also a good component for learners who are starting training in the Healthcare area. Learners will be Garda Vetted.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N2706	Tuesday (evening)	6.30 pm – 9.30 pm	20 weeks	19/01/2016	07/06/2016	08/01/2016

Payroll Manual and Computerised

Course Code: S-15-5-4

This programme module aims to equip the learner with the knowledge, skills and competence necessary to enable them operate and maintain accurate payroll records using manual and computerised systems, for an organisation, working under general direction and supervision. Learners should be aiming to upskill and/or return to labour force upon completion of this component.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N1456	Tuesday & Thursday (evenings)	6.30 pm – 9.30 pm	15 weeks	05/01/2016	21/04/2016	18/12/2015

Child Development

Course Code: J-16-5-2

This is the core component of the Major Award in Childcare and it the main foundation of the overall course. Learners should be aiming to or already working in childcare to do this component. Learners need good level of reading/writing/computer skills and will be Garda Vetted for this course.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N1764	Tuesday (evening)	6.30 pm – 9.30 pm	20 weeks	09/02/2016	28/06/2016	29/01/2016

Sports & Exercise Injury Prevention and Sports Anatomy & Physiology

Course Code: S-15-5-6

This is aimed at learners who are already working in a Sports Related Field or who have an employment plan in this area. Learners need to have good level of motivation, leadership, physical fitness as well as good reading/writing/computer skills to take part in this course.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N5665 & 5N4648	Tuesday & Wednesday	9.30 am – 1.00 pm	11 weeks	02/02/2016	13/04/2016	12/12/2015

Beauty Therapy: Manicure, Pedicure & Waxing with Customer Service & Work Experience

Course Code: J-16-5-4

Participants will undertake a minimum of 10 days in work placement in a Beauty Saloon. Applicants should have a plan to take up employment in the Beauty sector and may already have some relevant experience in this area. This course will take place on Wednesdays & Thursdays from 9.30am-1.00pm and another day (6 hours) to be agreed.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N3467 with 5N0972 & 5N1356	Wednesday, Thursday & another day to be agreed	9.30 am – 1.00 pm Plus 1 full day to be agreed	14 weeks	03/02/2016	11/05/2016	29/01/2016

Business Administration: Customer Service & Work Experience

Course Code: S-15-5-4

Applicants should have a good level of organisational effectiveness, computer skills, personal presentation skills and customer service. There will be 10 days of work placement involved with this course (to be agreed with centre). This course is particularly relevant to those who wish to gain employment in the Small to Medium Enterprise sector in South Tipperary.

QQI Level	Component Code(s)	Day of Course	Time of Course	Duration	Start Date	End Date	Closing Date for Applications
5	5N0972 & 5N1356	Wednesday & Thursday	9.30 pm – 1.00 pm	14 weeks	03/02/2016	11/05/2016	29/01/2016