



**BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ**  
**KERRY EDUCATION AND TRAINING BOARD**

# Kerry Education and Training Board



# Annual Report 2013/2014

(July 1<sup>st</sup> 2013 – December 31<sup>st</sup> 2014)



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# Table of Contents

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<b>Welcome by An Cathaoirleach</b>	<b>1</b>
<b>Foreword by Chief Executive Officer</b>	<b>2</b>
<b>Section 1 Kerry Education and Training Board – Background and Context</b>	<b>4</b>
<b>Section 2 Education and Training Services Report</b>	<b>6</b>
▪ <i>Post Primary Schools and Youth</i>	
▪ <i>Further Education and Training</i>	
▪ <i>Sports and Environmental Education and Training</i>	
<b>Section 3 Corporate Governance and Finance</b>	<b>34</b>

# Welcome by An Cathaoirleach

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As Chairperson of Kerry Education and Training Board (Kerry ETB) I am delighted to welcome you to the first Annual Report of Kerry Education and Training Board.

The eighteen month term of this report (July 1<sup>st</sup> 2013 – December 31<sup>st</sup> 2014) was the period of the most significant change in the Education and Training landscape in Ireland. On July 1<sup>st</sup> 2013 16 Education and Training Boards (ETBs) were established, replacing the 33 Vocational Education Committees. Locally, Kerry Education and Training Board was established, replacing Kerry Education Service (the VEC in Kerry). The new Education and Training Board retained its previous functionality and was entrusted with additional responsibility for the provision of training, programmes and opportunities for learners in Kerry. On January 1<sup>st</sup> 2014 the former FÁS training centre in Tralee was integrated into the new structure when it became the Kerry ETB Training Centre.

Following the establishment of the ETB the former Committee of Kerry Education Service transitioned to the new Education and Training Board as per the provision of Section 9 of the Education and Training Boards Act 2013. In July 2014 following the local election process the new twenty one member Education and Training Board was established in accordance with the provisions of the ETB Act 2013.

Key achievements during 2013/2014 included:

- The establishment of the new ETB
- The integration of the Training function and the Training Centre
- The Annual Student Awards Ceremony
- The launch of the “Kerry ETB ICT Strategy 2014-2017”
- The continued roll out of the Developing Schools Enriching Learning Programme
- Development of the Kerry ETB Arts in Education Policy

On behalf of the Board I wish to thank all the Board members and members of staff who have worked diligently over this period of transition to ensure that the focus remained firmly on the delivery of Education and Training services to meet the needs of the learners and students across the County. I look forward to working with my Board colleagues and the staff in ensuring the continued development and growth of Kerry ETB in the years ahead.

**Cllr. Jim Finucane**  
**An Cathaoirleach**

# Foreword by the Chief Executive Officer

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I am delighted to welcome you to the Kerry Education and Training Board (Kerry ETB) Annual Report 2013/14 (July 1<sup>st</sup> 2013 – December 31<sup>st</sup> 2014). The Education and Training Board was established on July 1<sup>st</sup> 2013 and the following eighteen months saw a period of significant transition from Kerry Education Service (KES) to the new world of the Education and Training Board (ETB) with its expanded functionality including responsibility for Training.

Kerry ETB offers a wide range of education and training services across the County and during this transition period the emphasis was on the continued delivery of quality services while addressing the transfer of the training function and the transition to the new structure. Essentially the ETB services can be categorised as follows:

- Post Primary Schools and Youth
- Further Education and Training
- Sports and Environmental Education and Training
- Corporate Governance and Finance

During 2013/14 we had over 3,100 full time students enrolled in our eight Post Primary and Post Leaving Certificate Schools. The constant planning and attention to detail in terms of, curriculum provision, approaches to teaching and learning in the classroom, extra-curricular activities coupled with excellent teaching and leadership ensures that our eight schools are held in very high esteem by parents and students throughout the County.

The Further Education sector has experienced great change over this period with the establishment of the ETBs and SOLAS and the integration of the former FÁS Training Centre in Tralee on January 1<sup>st</sup> 2014. In 2014 we provided circa 1,500 Further Education and Training (FET) programmes across the County to circa 16,000 learners. This represents 7% of the national course provision, 5% of the beneficiaries and 4% (€20.284m) of the national investment.

During the summer of 2014 the new Kerry Education and Training Board was established. I wish to thank the members of the first ETB Board and the members of the newly established Board (July 2014) for their support and guidance during this period of very significant change. In addition I wish to thank the Boards of Management and the Parents Association members, for their continued support and assistance to our schools and centres during 2013/14.

Finally, a sincere thanks to, our excellent Education Officer, Ms. Ann O Dwyer, the staff at Head Office, our schools' and centres' management and all members of staff, for their commitment and dedication in ensuring a successful transition to the new entity and keeping the needs of the students/learners as the focus of our activity.

Ba mhaith liom buiochas a gabháil do ghach duine a bhí páirteach í imeachtaí Bord Oideachais agus Oiliúna Chiarraí 2013/14.

Le meas,

**Colm Mc Evoy**  
**Chief Executive Officer**

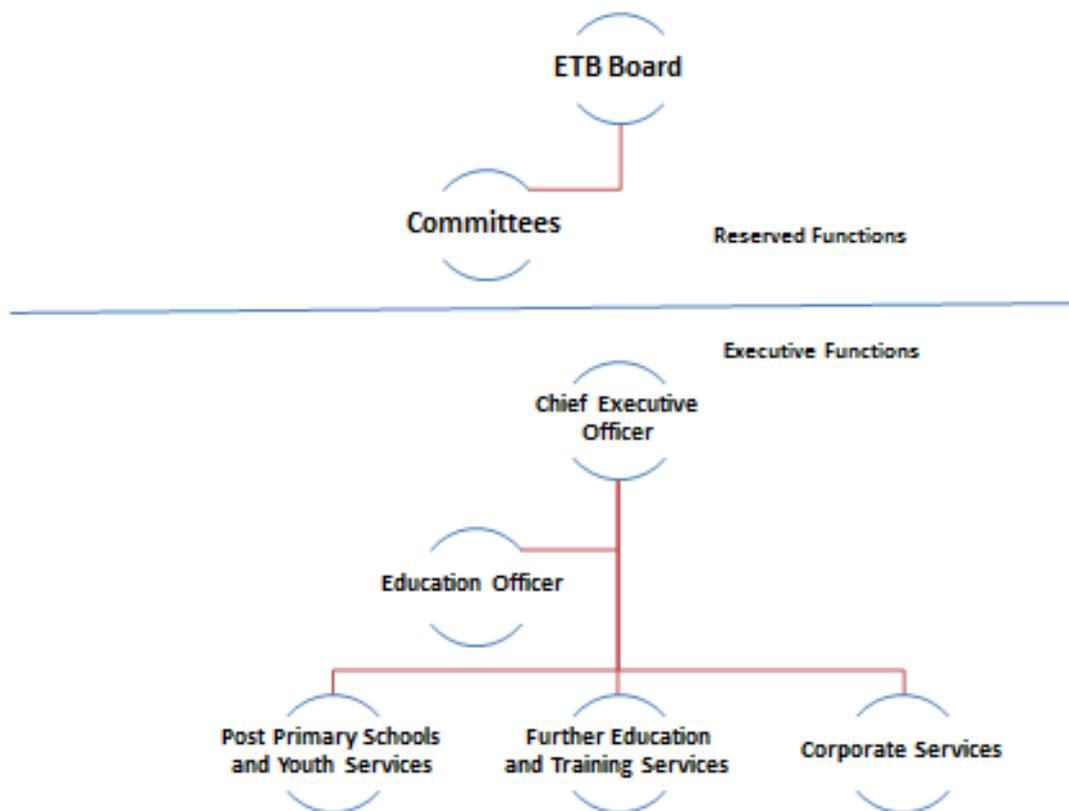


Ms. Kerry Harty Beauseigneur	Cllr Jimmy Moloney
Cllr. John Brassil	Mr. Joseph Kelly
Cllr. Tim Buckley	Cllr. Anne McEllistrim
Ms. Sheila Casey	Fr. Kieran O'Brien
Mr. David Twomey	Cllr. Terry O'Brien
Ms. Marian Curtin	Mr. Hugh O'Connell
Cllr. P.J. Donovan	Mr. John J. O'Connor
Cllr. Mairead Fernane	Cllr. Maria O'Gorman
Cllr. Jim Finucane	Cllr. Sean O'Grady
Cllr. Séamus Fitzgerald	Ms. Veronica O'Hanlon
Cllr. Ted Fitzgerald	Cllr Breda Moynihan Cronin
Cllr. Norma Foley	Cllr. Sean Counihan

# Section 1 Kerry Education and Training Board – Background and Context

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## ***KERRY ETB ORGANISATIONAL CHART***



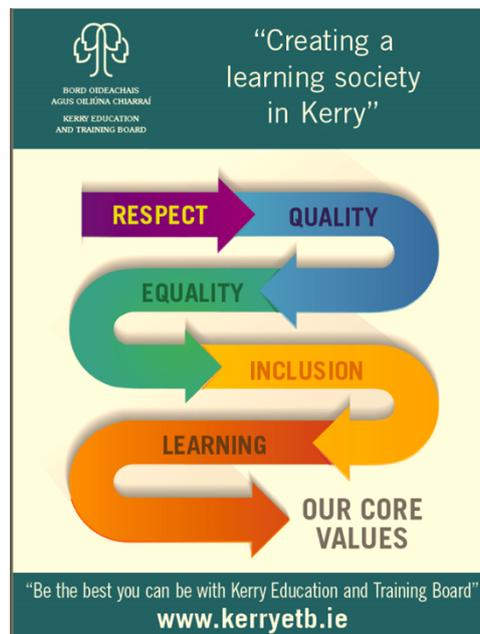
## ***BACKGROUND AND CONTEXT***

Kerry Education and Training Board (formerly Kerry Education Service – the VEC in Kerry) was established on July 1<sup>st</sup> 2013. Kerry ETB is a statutory agency with responsibility for the delivery of education and training services in Co. Kerry.

## ***MISSION STATEMENT***

*It is the mission of Kerry Education and Training Board, in conjunction with other education and training agencies and community development bodies, to create and promote the development of a lifelong learning society in Kerry, so that all who live in Kerry have access to the education and training required to fulfil their potential and needs required by their personal, social, cultural, economic and civic needs.*

## KERRY ETB CORE VALUES – CREATING A LEARNING SOCIETY IN KERRY

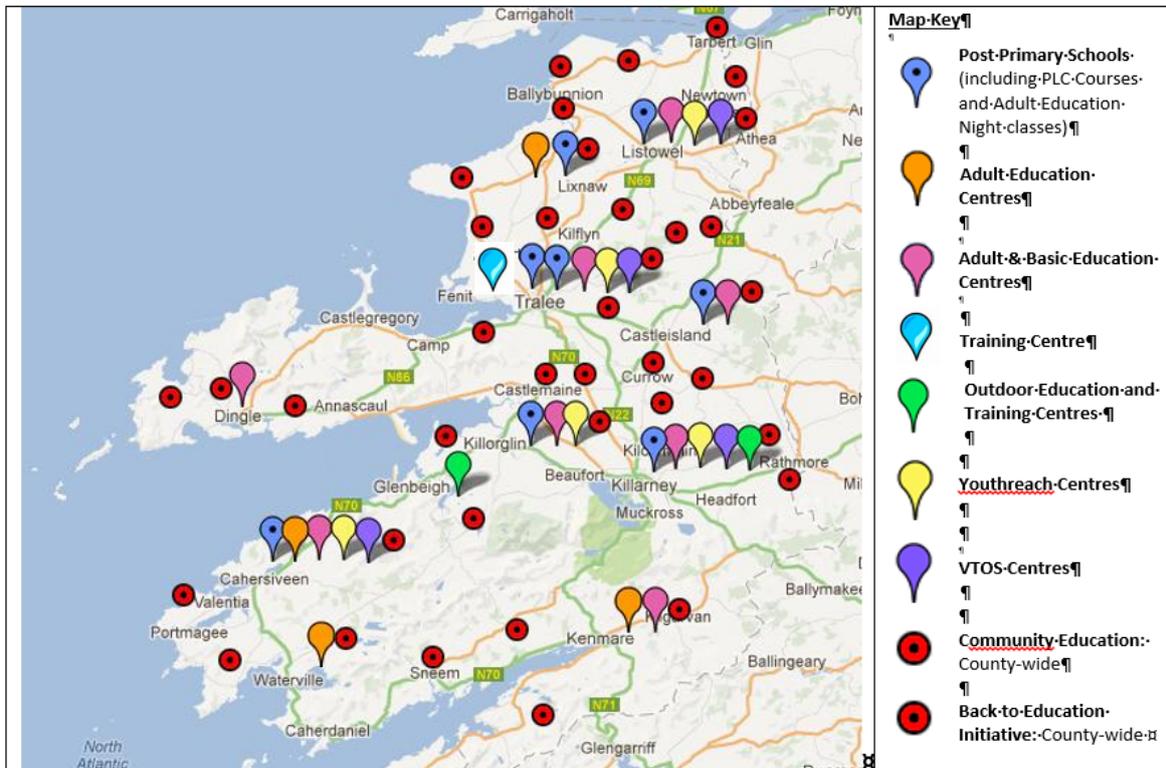


### ***KERRY ETB PROGRAMMES AND CENTRES:***

- **Post Primary:** Eight Post Primary Schools (Castleisland Community College, Causeway Comprehensive School, Coláiste na Sceilge in Caherciveen, Gaelcholáiste Chiarraí in Tralee, Killarney Community College, Killorglin Community College, Listowel Community College, Coláiste Gleann Lí in Tralee (formerly Tralee Community College).
- **Post Leaving Certificate (PLC):** Four Colleges providing PLC courses (Colaiste na Sceilge in Caherciveen, Killarney Community College, Listowel Community College, Kerry College of Further Education in Tralee (formerly Tralee Community College).
- **Training:** Kerry ETB Training Centre, Monavalley, Tralee.
- **Adult Education Centres:** Four Adult Education Centres (O’Connell Centre in Cahersiveen, An Tóchar in Causeway, Kenmare Adult Education Centre, Tech Amergín in Waterville).
- **Vocational Training Opportunity Scheme (VTOS):** Five VTOS Centres (Tralee, Killarney, Listowel, South Kerry and Assisive Technology Tralee (up to May 2014)).
- **Youthreach:** Kerry ETB provides Youthreach in partnership with the Kerry Diocesan Youth Service (KDYS) in Tralee, Killarney and Listowel and also in Kerry ETB Centres in Killarney, South Kerry and Tralee.
- **Adult Literacy & Basic Education:** Provided in eight Adult Literacy & Basic Education Centres (Cahersiveen, Castleisland, Dingle, Kenmare, Killarney, Killorglin, Listowel, Tralee).
- **Back to Education Initiative (BTEI):** Delivered in Kerry ETB Centres and in outreach centres throughout the County.
- **Community Education:** Delivered in Kerry ETB Centres and in communities throughout the County.
- **Night Class Programme:** Offered in four Schools (Tralee, Killarney, Killorglin and Listowel and in our four Adult Education Centres).
- **Adult Guidance and Information Service:** Countywide.
- **Outdoor and Environmental Education and Training:** Cappanalea Outdoor Education Centre & Killarney National Park Education Centre.

- **Sports:** Tralee Regional Sports & Leisure Centre Ltd. jointly owned by Kerry ETB and Tralee Town Council (Tralee Town Council was integrated into Kerry County Council in June 2014 following implementation of the Local Government Reform Act 2014).

## ***KERRY ETB EDUCATION AND TRAINING PROVISION LOCATIONS***



# Section 2 Education and Training Services Report

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## *POST PRIMARY SCHOOLS AND YOUTH*

Kerry ETB has eight Post Primary schools including four colleges offering PLC Programmes. Enrolments in Kerry ETB schools continued to grow during this period with the overall enrolments for the eight schools as follows:

2012/13 – Post Primary students: 2,411 PLC: 732

2013/14 – Post Primary students: 2,429 PLC: 692

### **Key Highlights 2013/14**

#### ***Kerry ETB Arts in Education Policy***

In November 2013 Kerry ETB under the auspices of the Community Education programme funded a World Café style event to consult with staff and learners to develop an inclusive Arts in Education policy.

Kerry ETB aims to ensure that Arts in Education is a key part of school and community life. The organisation prioritises its work in Arts in Education with the most vulnerable to ensure a range of high-quality experiences regardless of background, age or ability.

Contributors to the event included the Minister for Arts, Heritage & the Gaeltacht, Mr. Jimmy Deenihan TD, who attended to support the initiative and to show his commitment and appreciation, on a personal and policy level, for the role of Arts in Education. Other contributors included the Chief Executive Officer (CEO), Colm Mc Evoy, Education Officer (EO) Ann O’Dwyer and the National Coordinator responsible for the implementation of the Arts in Education Charter Dr. Katie Sweeney.

#### ***The launch of the Kerry ETB “ICT Strategy 2014-2017”***

On May 30th 2014, Minister for Arts, Heritage and the Gaeltacht, Mr Jimmy Deenihan TD, launched the Kerry ETB ICT Strategy 2014-2017 in Tralee Community College.

The development of the ICT strategy commenced in December 2013 with the establishment of an ICT Strategy Development Steering Committee. The membership of the committee was drawn from all areas of the organisation. The role of the Steering Committee was to develop and publish a Kerry ETB ICT strategy for the period 2014-2017. The terms of reference were:

*“To plan in a strategic manner for the development and use/integration of ICT to support, (1) Teaching and Learning and (2) Administration and Management on a scheme wide basis in an integrated manner to the benefit of staff, learners/students and the public”*

The strategy provides a road map to support the future development and the continued use of ICT for teaching, learning and administration practices across the scheme in the medium term.

The strategy identifies the following four strategic areas of development:



### ***Developing Schools Enriching Learning (DSEL) Programme:***

The excellent Developing Schools Enriching Learning (DSEL) programme continued with a comprehensive programme in place which emphasised instructional strategies, modern languages, maths, guidance, business, ICT, new teacher induction and team teaching. Programme supports teaching and learning in the classroom on a daily basis. This programme is well recognised for its innovative approach and quality and is a cornerstone of the success of our schools. During 2013/14 this programme addressed:

- Leadership Development for Principals and Deputy Principals
- Instructional Leadership training for teachers
- Communities of Practice (CoPs) in English, Irish, Maths, Science, Physical Education & SEN
- Restorative Practice Training
- ICT Training in Teaching and Learning
- Middle Management Training for Kerry ETB teachers attended by over 50 teachers
- SNA Development and In-service
- Training for Parents Councils/Parents' Forum
- Training for Students Councils/Students' Forum
- Boards of Management Training

### ***Student Awards Ceremony***

More than 200 people attended the Kerry ETB Annual Student Awards event which was held on February 28<sup>th</sup> 2014. Guest of honour, Joanne O'Riordan, No Limbs No Limits, presented the awards to 54 exceptional students on the night.

The Awards Ceremony is one of the most important annual events for all involved in Kerry ETB. It is an opportunity for the organisation to celebrate and affirm the achievements of students in Kerry ETB schools and in Youthreach. There are over 3,100 students in Kerry ETB Post Primary schools and 120 participants in Youthreach Centres. Kerry ETB provides Youthreach in partnership with the Kerry Diocesan Youth Service (KDYS) in Tralee, Killarney and Listowel and also in Kerry ETB Centres in Killarney, South Kerry and Tralee.

Significant improvements in academic results were reflected in the analysis of the state exam results. As well as academic awards Kerry ETB also promotes voluntary involvement in the school/centre and the community through our Leadership and Community Participation Awards. These activities provide excellent opportunities for learning and personal awareness which will benefit our students in every area of their lives in the future. Our Awards Programme also reflects the opportunities for personal growth and development which is strongly emphasised in each school and Youthreach centre.

Kerry ETB schools and centres take pride in providing holistic education to our students. This is evidenced in the additional Physical Education, Music Programmes and Pastoral Care Plans in place in all schools and centres. The Kerry ETB Developing Schools Enriching Learning Programme has put huge additional efforts into improving the quality of teaching and learning over the last five years.

A new award for Optional Oral Irish in the Junior Certificate was introduced in 2013. The award was kindly commissioned and presented by the Lucey family.

### ***Anti-Bullying Conference***

Kerry ETB is fully committed to addressing bullying in our schools. Kerry ETB promotes the development of resilience and emotional intelligence within our school communities in order for students to deal effectively with the issues arising in their lives. On January 17<sup>th</sup> 2014 Kerry ETB held an Anti-Bullying Conference in the Institute of Technology, Tralee. Over 200 students, teachers, parents and school management representing the eight Kerry ETB schools attended.

## POST PRIMARY SCHOOLS – PROFILES

**School:** Castleisland Community College  
**Location:** Castleisland, Co. Kerry  
**Principal 2013/2014:** Ms. Anne O’Sullivan  
**Principal 2014/2015:** Ms. Carmel Kelly  
**Deputy Principal:** Ms. Theresa Lonergan  
**Contact Details:** **Tel: 066 7141196** **Email:** info@castleislandcc.com  
**Website:** www.castleislandcc.ie  
**Enrolments 2013/2014:** 272  
**Enrolments 2014/2015:** 257



**School:** Causeway Comprehensive School  
**Location:** Causeway, Co. Kerry  
**Principal:** Ms. Lucille O’Sullivan  
**Deputy Principal:** Ms. Anne Marie Hassett  
**Contact Details:** **Tel: 066 7131197** **Email:** admin@causewaycs.ie  
**Website:** www.causewaycs.ie  
**Enrolments 2013/2014:** 593  
**Enrolments 2014/2015:** 579



**School:** Coláiste Gleann Lí  
**Location:** Clash, Tralee, Co. Kerry  
**Principal:** Mr. Brian Harkin  
**Deputy Principal:** Mr. Richard Lawlor  
**Contact Details:** **Tel: 066 7122552** **Email:** office@gleannli.ie  
**Website:** www.gleannli.ie  
**Enrolments 2013/2014:** 114  
**Enrolments 2014/2015:** 119



**Note:** Formerly Tralee Community College. In September, 2014 new local identities were created to separate the Post Primary and PLC provision and rebranding as Coláiste Gleann Lí Post Primary School and Kerry College of Further Education (KCFE), Post Leaving Certificate College.

**School:** Listowel Community College  
**Location:** Listowel, Co. Kerry.  
**Principal 2013/14:** Ms. Carmel Kelly  
**Principal: 2014/15:** Mr. Cathal Fitzgerald  
**Deputy Principal:** Mr. Stephen Goulding  
**Contact Details:** **Tel: 068 2102** **Email:** Principal@colaistenariochta.ie  
**Website:** www.colaistenariochta.ie  
**Enrolments 2013/2014:** 77  
**Enrolments 2014/2015:** 65



**School:** Coláiste na Sceilge  
**Location:** Cahirciveen, Co. Kerry  
**Principal:** Mr. John O'Connor  
**Deputy Principal 2013/14:** Mr. Karl O'Connell  
**Deputy Principal 2014/15:** Ms. Ann Marie Killen  
**Contact Details:** Tel: 066 9473335 Email: info@colaistenasceilge.ie  
**Website:** www.colaistenasceilge.ie  
**Enrolments 2013/2014:** 488  
**Enrolments 2014/2015:** 477



**Scoil:** Gaelcholáiste Chiarraí  
**Seoladh:** Tobar Mhaigh Dor, Trá Lí, Co. Chiarraí  
**Príomhoide:** Austin Ó Seachnasaigh  
**Leasphríomhoide:** Ruairí Ó Cinnéide  
**Sunraí teagmhála:** Fón: 066 7121650 Ríomhphost: eolas@gcchiarrai.ie  
**Suíomh idirlín:** www.gcchiarrai.ie  
**Rolla 2013/2014:** 315  
**Rolla 2014/2015:** 304

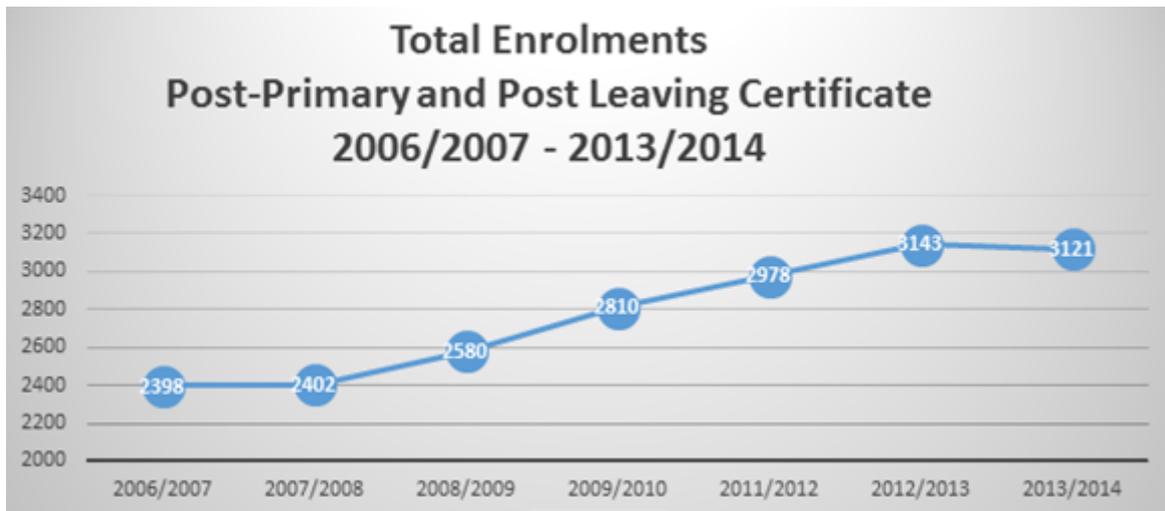


**School:** Killarney Community College  
**Location:** New Road, Killarney, Co. Kerry  
**Principal:** Ms. Fiona O'Brien  
**Deputy Principal:** Ms. Stella Loughnane  
**Contact Details:** Tel: 064 6632164 Email: kcccom@iol.ie  
**Website:** www.killarneycommunitycollege.ie  
**Enrolments 2013/2014:** 378  
**Enrolments 2014/2015:** 393



**School:** Killorglin Community College  
**Location:** Killorglin, Co. Kerry  
**Principal:** Mr. Con Moynihan  
**Deputy Principal:** Mr. Donal O'Reilly  
**Contact Details:** Tel: 066 9761168 Email: info@killorglincc.ie  
**Website:** www.killorglincc.ie  
**Enrolments 2013/2014:** 192  
**Enrolments 2014/2015:** 207





## YOUTH WORK

**Co-ordinator:** Ms. Miriam Galvin  
**Location:** c/o Killorglin Community College, Langford Street, Killorglin, Co. Kerry  
**Contact Details:** **Email:** [mgalvin@kerryetb.ie](mailto:mgalvin@kerryetb.ie)  
**Website:** [www.kerryetb.ie](http://www.kerryetb.ie)

The Youth Work sector actively works with young people outside, yet alongside, the formal education sector. Youth Work is defined as: *'a planned programme of education designed for the purpose of aiding and enhancing the personal and social development of young persons through their voluntary participation, and which is complementary to their formal, academic or vocational education and training; and provided primarily by voluntary youth work organisations.'* (Youth Work Act, 2001).

Kerry ETB Youth Work programmes include:

- Youth Work Grant Schemes,
- Youth Club Projects
- Kerry ETB Student Forum

### Key Statistics 2013/14:

- The Department of Children and Youth Affairs allocated €73,280 in 2013 and €71,082 in 2014 to Kerry Education and Training Board with regard to the youth work functions.
- Examples of Kerry Education and Training Board Youth Work Function in practice:

#### Administration of funding 2013/2014

- Special Projects to Assist Disadvantaged Youth (SPY Tralee Project)
- The Youth Affairs funding was reduced by 10% on the baseline funding for SPY Tralee in 2013. SPY Tralee received an allocation of €180,150 in 2013 and €173,394 in 2014.

#### Local Youth Club Grant Scheme (LYCGS)

- The annual Local Youth Club Grant Scheme 2013 total €34,898.00
- 71 clubs eligible for the grant and average grant €489 & 3,496 young people supported through club provision.
- The annual Local Youth Club Grant Scheme 2014 total €34,898.00
- 63 clubs eligible for the grant and average grant €527 & 2,679 young people supported through club provision. (€2,000 retained for training purposes).





## FURTHER EDUCATION AND TRAINING

The Further Education and Training sector has experienced great change over this period with the establishment of the ETBs and SOLAS and the integration of the former FÁS Training Centre in Tralee. The publication of the Further Education and Training Strategy 2014 -2019 by SOLAS will lead to further change in the years ahead. In 2014 we provided circa 1,500 Further Education and Training programmes across the County to circa 16,000 learners. This represents 7% of the national course provision, 5% of the beneficiaries and 4% (€20.284m) of the national investment. In addition Quality and Qualifications Ireland (QQI) was established, in November 2012, and launched the further and higher education and training awards as 'QQI Awards'. This certification had previously been referred to as FETAC. This award replaced the 'FETAC/HETAC – awarded by QQI' transitional brands.

### ***FURTHER EDUCATION AND TRAINING PROGRAMMES AND SUPPORTS 2013/14***

- Post Leaving Certificate (PLC)
- Training
- Vocational Training Opportunities Scheme (VTOS)
- Back to Education Initiative (BTEI)
- Community Education
- Adult Literacy and Basic Education
- Youthreach
- Kerry Adult Guidance & Information Service
- Sports and Environmental Education and Training
- Sport & Leisure

### **KEY HIGHLIGHTS- 2013/14**

#### ***FÁS/SOLAS Training Centre integrated into Kerry ETB – Kerry ETB Training Centre***

Based on a government decision, seven SOLAS Training Centres transferred to the ETB sector on January 1<sup>st</sup> 2014. The Tralee Training Centre transferred to Kerry ETB as part of this transition.

Kerry ETB had previously established a Memorandum of Understanding with FÁS locally in 2012. Excellent levels of cooperation between the two organisations were well established. In July 2013 a local project management structure was established to plan for and manage the transfer of the Tralee Training Centre to Kerry ETB. The transfer and integration of the training function involved the following 3 phases:



Essentially the local structure addressed the following areas with the establishment of six working groups:

1. Procurement, Creditors, Treasury & Banking, Debtors, Trainee Payments (TAPs), Travel and Subsistence, Budgeting, Financial Reporting, Contracted Training etc.
2. HR, Pensions and Payroll
3. IT Systems, Connectivity etc.
4. Contracted Training
5. Quality Assurance, Programme Development etc.
6. Buildings, Insurance, Equipment

The Training Centre was successfully integrated into Kerry ETB during 2014.

### ***Kerry ETB Further Education and Training Fair September 2014***

On September 18<sup>th</sup> 2014 Kerry ETB hosted a Further Education and Training Opportunities Fair in the Brandon Hotel, Tralee. The aim of the fair was to raise awareness of the level and range of FET services provided by the newly established Education and Training Board.

Close to 1,000 people visited this event. Course details were provided alongside demonstrations of professional skills by teachers, instructors and trainees. Large display tables simulated a range of work-settings. Visitors were able to experience skills demonstrations in areas including, Culinary, Health Care & Pre-Nursing, Beauty, Nails & Holistic Therapy, Hairdressing, Engineering, TV and Video Production, Sports & Recreation, Animal Care & Dog Grooming, Construction, Furniture Making, Art, Craft & Design and Music.

Advice on career choices and Kerry ETB course options were available. Specialist instructors were on hand to offer guidance and advice to those on the hunt for new skills training across a wide range of disciplines.

Talks and workshops ran throughout the day giving vital information to the public. SUSI gave special workshops to adults, parents and students on how to apply for Student Grants. The Department of Social Protection/Intreo provided talks on Job Vacancies and Jobs Bridge Internships as well as on funding & supports available to unemployed people and to employers. The Institute of Technology in Tralee were on site to explain about progression options from Kerry ETB courses to higher education. In addition this event provided a valuable opportunity for Kerry ETB staff members from right across the FET spectrum of services to meet, integrate and network.

### ***Kerry Adult Guidance and Information Service (KAGS) Second Annual Inter Organisation Day***

The KAGS inter-organisational presentation day took place on December 5<sup>th</sup> 2014 and was attended by representatives of the following organisations: Citizens' Information Service, Comharcumann Forbatha Chorca Dhuibhne (a Gaeltacht Cooperative for local development), Department of Social Protection, Local Employment Service, Jobs Club, Employability Kerry, Kerry Diocesan Youth Service, , National Learning Network, Society of St. Vincent De Paul, as

well as Kerry ETB Adult Education staff from our Adult Education Centres, Adult Literacy Service, Community Education, VTOS, Kerry College of Further Education, Kerry ETB Training Centre and KAGS.

The event featured workshops and presentations and the following were the top three issues identified by the participants:

1. More travel/transport supports for adult learners and clients
2. The need to change the focus from statistics to client/person
3. Increase guidance and counselling supports.

### ***Establishment of a new Kerry ETB Further Education and Training (FET) Management Structure***

With the establishment of SOLAS, the transfer of the training function and the general level of change in the Further Education and Training area a new FET management structure was required. This structure involved the establishment of the:

- FET Management Team
- FET Forum

The membership of the FET management team included, the CEO, EO, Adult Education Officers (AEOs), the Head of the FETS department and the Training Centre manager.

The membership of the FET Forum is drawn from all areas of the organisation involved in the delivery of FET programmes.

Progress with the new structure has been very positive with the following highlights:

- the completion of the Kerry ETB Further Education & Training plan for 2014 for SOLAS
- the development and deployment of new reporting templates
- the establishment of a number of policy review and development groups
- the sharing of information across all areas of FET provision
- direct forum engagements with Quality and Qualifications Ireland (QQI)
- direct forum engagements with SOLAS
- addressing centralised supports for AFET

## FURTHER EDUCATION AND TRAINING KEY STATISTICS 2013/14

SOLAS Statistics 2014 - Kerry ETB							
Programme	Estimates at start of 2014		Actual Outturn			Variances	
	Starters during 2014	Beneficiaries during 2014	Starters during 2014	Beneficiaries during 2014	Numbers of Learners Retained	Variances - Starters %	Variances - Beneficiaries %
PLC	868	1,474	740	1,346	1,225	- 14.75	- 8.68
VTOS	150	322	85	257	202	- 43.33	- 20.19
Youthreach	69	162	87	95	164	26.09	- 41.36
BTEI	2,236	5,458	1,606	4,828	3,330	- 28.18	-11.54
Community Ed.	1,526	3,063	2,305	3,842	2,199	51.05	25.43
Adult Literacy	1,661	2,575	2,637	3,551	1,994	58.76	37.90
ESOL	426	574	517	665	359	21.36	15.85
<b>TOTAL for FET</b>	<b>6,936</b>	<b>13,628</b>	<b>7,977</b>	<b>14,584</b>	<b>9,473</b>	<b>15.01</b>	<b>7.01</b>
Training Centre	2,026	2,492	2,128	2,594	2,456	86.01	4.43

Further and Education Training Plan for 2014			
Further Education Programmes	Number of Courses	Training Programmes	Number of Courses
Post Leaving Certificate (PLC)	56	Traineeships	11
Vocational Training Opportunities Scheme (VTOS)	12	Specific Skills Training (SST) (Long & Short)	32
Youthreach	1 <sup>1</sup>	Blended	2
Back to Education Initiative (BTEI)	285	Evening	67
Adult Literacy	704	Community Training Centre (CTC) <sup>2</sup>	1
Community Education	293	Local Training Initiative	1
English for Speakers of Other Languages (ESOL)	41	Specialist Training Programmes (STP)	8
Co-operation Hours	7	Bridging	9
		Apprenticeship	7
<b>Total Further Education Courses</b>	<b>1,399</b>	<b>Total Training Courses</b>	<b>138</b>

<sup>1</sup> Kerry ETB has 5 Youthreach courses. 4 of the courses are provided by KDYS under a SLA. The 4 courses provided by KDYS are included in the Co-operation Hours provision.

<sup>2</sup> Community Training Centre number of courses refers to the number of CTCs. Training is provided on a holistic basis across a range of modules and is individually tailored to learner needs and mapped to an individual learner plan.

EXTRACTED FROM THE SOLAS SERVICE PLAN 2014

## ***FURTHER EDUCATION AND TRAINING CENTRE PROFILES***

### ***POST LEAVING CERTIFICATE (PLC) PROGRAMME***

A Post Leaving Certificate course is a one and or two year full time day course running from September to May and is certified by Quality and Qualifications Ireland (QQI formerly FETAC). These courses are not only open to students who have just completed the Leaving Certificate but also to any person wishing to return to Further Education. Kerry ETB provides PLC programmes from four colleges.

<b>Centre:</b>	<b>Kerry College of Further Education (KCFE)</b>
<b>Principal:</b>	Mr. Brian Harkin
<b>Deputy Principal:</b>	Mr. Richard Lawlor
<b>Location:</b>	Clash, Tralee, Co. Kerry
<b>Contact Details:</b>	<b>Tel:</b> 066 7121741 <b>Email:</b> info@kerryfe.ie
<b>Website:</b>	www.kerryfe.ie
<b>Programmes:</b>	PLC

**Note:** This centre was formerly known as Tralee Community College. In September, 2014 new local identities were created to separate the Post Primary and PLC provision and rebranding as Coláiste Gleann Lí Post Primary School and Kerry College of Further Education (KCFE), Post Leaving Certificate College.

#### **Highlights 2013/14:**

- Rebranding to Kerry College of Further Education (KCFE) in September 2014;
- Significant capital funding was invested in KCFE to develop the necessary facilities required for the largest Further Education College in Kerry;
- Development of a fully operational Production Level Kitchen with accompanying Training Restaurant to enable the delivery of the QQI Professional Cookery at Level 5 and 6;
- Establishment of a Clinical Studies room, a Beauty Therapy room, a Sports Therapy Department and significant investment in ICT facilities.

#### **Key Statistics 2013/14:**

- Number of Programmes:
  - 23 at QQI Level 5
  - 2 at QQI Level 6
- 463 students

### Listowel Community College (provider of post leaving certificate programmes)

- Contact details as per listing in 'Post Primary Schools'

#### Highlights 2013/14:

- New VTOS Programme at Level 3 in General Learning;
- Further development of the Hairdressing Programme at QQI Level 5;
- Development of the Animal Care Programme at QQI Level 5;
- PLC Awards and Graduation Day held in the College which brought together all learners from Levels 4-6.

#### Key Statistics 2013/14:

- PLC: 188 students
- VTOS: 27 students

### Coláiste na Sceilge (provider of post leaving certificate programmes)

- Contact details as per listing in 'Post Primary Schools'

#### Highlights 2013/14:

- 2013/14 PLC Student Awards ceremony was held at the O'Connell Centre on December, 12<sup>th</sup> 2014. It was a wonderful evening of community and student success. Ten students received Business and Administration QQI level 5 awards and eight students received awards at QQI level 6. A range of other Awards were also given out on the night and there was a great sense of community togetherness.

#### Key Statistics 2013/14:

- 27 students

### Killarney Community College (provider of post leaving certificate programmes)

- Contact details as per listing in 'Post Primary Schools'

#### Highlights 2013/14:

- In September 2013, 17 Office Administration students and 14 Applied Social Studies students commenced their respective courses.
- In November 2013, a Graduation Ceremony was held for the class of 2012/2013.
- In September 2014, 17 students commenced the Office Administration Course.
- In November 2014, a Graduation Ceremony was held for the class of 2013/2014.
- Killarney Community College have built strong links with the IT in Tralee. PLC Office Administration students have the opportunity to enter 2<sup>nd</sup> Year of the Business in Office Information Systems provided they meet the specific criteria. Over the past number of years approximately 25% of Killarney Community College's PLC Office Administration students have availed of this opportunity.

#### **Key Statistics 2013/14:**

- PLC: 31 students

### ***KERRY ETB TRAINING CENTRE***

The Kerry ETB Training Centre provides full, part time and evening courses in areas such as Information Communication Technology, Media, Renewable Energy, Health Care, Construction and Engineering

<b>Centre:</b>	<b>Kerry ETB Training Centre</b>
<b>Manager:</b>	Mr. Owen O'Donnell
<b>Location:</b>	Monavalley Industrial Estate, Tralee, Co. Kerry
<b>Contact Details:</b>	<b>Tel:</b> 066 7126444 <b>Email:</b> training@kerryetbtrainingcentre.ie
<b>Website:</b>	www.kerryetbtrainingcentre.ie
<b>Programmes:</b>	<i>Adult Day Courses; Traineeships; Apprenticeships; Evening/Night Courses; Community Training</i>

#### **Highlights 2013/14:**

- The Digital Media Centre was formally opened in December, 2013 by Minister for Arts, Heritage and the Gaeltacht, Mr Jimmy Deenihan, TD and present also was chairman of the Irish Film Board Bill O'Herlihy.
- Wind turbine towers were erected. These towers allow trainee technicians to climb inside and trouble shoot on the latest European industry standard technology with the specialist software, used in functioning wind turbines.

#### **Key Statistics 2013/14:**

- **2013**
  - 2,773 Beneficiaries
  - 4,065 Certs awarded – made up of full certification and components
- **2014**
  - 2,714 Beneficiaries
  - 5,611 Certs awarded – made up of full certification and components

### ***BACK TO EDUCATION INITIATIVE (BTEI) PROGRAMME***

BTEI provides part-time further education programmes for young people and adults. The aim of BTEI is to give people who would like to return to learning the opportunity to update their skills and knowledge in a flexible way. The BTEI, part-time flexible, approach to certification allows learners to combine a return to learning with family and other commitments. Priority is given to students that have not successfully completed Post Primary education. Courses offer access to certification at QQI (formerly FETAC) Level 3 to 6 through the National Framework of Qualifications. Flexible approaches allow students to build up credits over time and achieve recognised qualifications.

**BTEI Co-ordinator:** Ms. Marianne Marshall  
**Location:** Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry  
**Contact Details:** **Tel:** 066 7193900 **Email:** mmarshall@kerryetb.ie  
**Website:** www.kerryetb.ie

#### Highlights 2013/14:

- A large proportion of our Healthcare students secured employment from the work experience element of their major awards.

#### Key Statistics 2013/14:

- 3,330 students participated on the BTEI programme in 2014, some for just one module and others for up to five modules.
- 2,544 female and 786 male students.
- 955 presented for QQI Awards Levels 3 - 6.

## Kerry ETB – BTEI Programme



## ***VOCATIONAL TRAINING OPPORTUNITIES SCHEME (VTOS) & YOUTHREACH CENTRES***

Vocational Training Opportunities Schemes give unemployed adults the opportunity to return to full time education without losing their Social Welfare benefits. The VTOS scheme provides a range of courses to meet the education and training needs of unemployed people. It gives participants opportunities to improve their general level of education, gain certification, develop their skills and prepare for employment/self-employment and further education and training. Kerry ETB has four VTOS centres.

**Centre:** Killarney VTOS  
**Coordinator:** Ms. Mary O'Connor  
**Location:** 1<sup>st</sup> Floor, Ivy House, New Street Carpark, Killarney, Co. Kerry  
**Contact Details:** **Tel:** 064 6637757 **Email:** killarneyvtos@eircom.net  
**Website:** www.killarneyvtos.ie

### **Highlights 2013/14:**

- Mock interviews for QQI (FETAC) Year 1 and Year 2 students.
- Level 4 Certificates offered in both Employment Skills and Communication Technology Skills.
- Liaised with local businesses and further education providers.
- Certified Manual Handling Training course delivered in May 2014.
- Certified Child Protection Course delivered in May 2014.
- Introduction to Mindfulness training delivered.
- Biology Field Trip in Killarney National Park for Leaving Certificate Year 2 students.

### **Key Statistics 2013/14:**

- VTOS: 48 students
- Youthreach: 3 students

**Centre:** South Kerry VTOS & Youthreach  
**Coordinator:** Mr. Joe Brennan  
**Location:** The Lodge, Market Street, Killorglin, Co. Kerry  
**Contact Details:** **Tel:** 066 9762748 **Email:** vtossouthkerry@eircom.net  
**Website:** www.kerryetb.ie/programmes\_fulltime

### **Highlights 2013/14:**

- QQI (FETAC) Certificates presented on October 24<sup>th</sup> 2013 to Killorglin students and on December 13<sup>th</sup> 2013 to Cahirciveen students.

### **Key Statistics 2013/14:**

- Youthreach: 9 students
- VTOS: 25 students

**Centre:** Tralee VTOS  
**Executive Team:** Ms. Mary Sheehy, Mr. Jim Crowley  
**Location:** Teach an Eolas, Clash, Tralee, Co. Kerry  
**Contact Details:** **Tel:** 066 7121041 **Email:** traleevtos@eircom.net  
**Website:** www.traleevtos.ie

#### Highlights 2013/14:

- Leaving Certificate learners went on a historical Field Trip to Dublin and also attended a production in St. John's Theatre in Listowel of the Leaving Certificate play.
- All students attended an Ecology trip to Knockreer House in Killarney.
- QQI Students delivered a workshop in the Moyderwell Allotments on Vertical Tower Gardening as part of Entrepreneurial studies and Permaculture modules.
- The annual awards night and barbeque was hosted in Tralee VTOS in September.

#### Key Statistics 2013/14:

- VTOS: 55 students

**Centre:** Listowel VTOS  
**Executive Team:** Ms. Rena Liston  
**Location:** Listowel Community College, Clieveragh, Listowel, Co. Kerry  
**Contact Details:** **Tel:** 068 21023 **Email:** vtos@northkerrycollege.ie  
**Website:** www.northkerrycollege.ie

#### Highlights 2013/14:

- New VTOS Programme at Level 3 in General Learning.

#### Key Statistics 2013/14:

- VTOS: 27 students

## ***ADULT EDUCATION CENTRES***

Kerry ETB has four Adult Education Centers located strategically across the County, providing courses to meet the needs of learners from level 1 – 6 QQI (Qualifications and Quality Ireland). These Adult Education Centres provide a comprehensive programme of Further Education and Training courses for learners. Provision includes:

- Adult Basic Education
- Community Education
- Back to Education Initiative
- Self-Financing Classes

**Centre:** Kenmare Adult Education Centre  
**Manager:** Mr. Michael Broderick  
**Location:** Bell Heights, Kenmare, Co. Kerry  
**Contact Details:** Tel: 064 6641157 Email: info@kenmareaec.ie  
**Website:** [www.kenmareaec.ie](http://www.kenmareaec.ie)

#### Highlights 2013/14:

- 4 major awards offered via a part-time Further Education programme;
- The Centre's garden produced vegetables for sale to the public.

#### Key Statistics 2013/14:

- **Full Awards:**
  - Office Skills (QQI Level 4)
  - Horticulture (QQI Level 5)
  - Art, Craft & Design (QQI Level 5)
  - Healthcare Support (QQI Level 5)
- **Single Subjects:** 14 courses (QQI Level 3 – Level 5)
- **Self-Financing:** 39 courses
- **Community Education:** 12 courses.

**Centre:** O'Connell Education Centre, Cahirciveen  
**Location:** Carhan Road, Cahirciveen, Co. Kerry  
**Contact Details:** Tel: 066 9472414 Email: info@oconnellcentre.ie  
**Website:** [www.oconnellcentre.ie](http://www.oconnellcentre.ie)

#### Highlights 2013/14:

- **QQI Certification received June 2014 for academic year Autumn 2013- Spring 2014.**
  - Metal Work Level 3 8
  - Challenging Behaviour Level 5 10
  - Understanding Mental Health Level 5 11
  - Occupational First Aid Level 5 9
  - Craft/Sewing Level 3 10
  - Internet Skills Level 3 10
  - Personal Effectiveness Level 5 11

#### Key Statistics 2013/14:

- Enrolments for Autumn 2014/Spring 2014:
  - Community Education: 61 students
  - BTEI: 74 students
  - Self-Financing: 15 students

**Centre:** Tech Amergin, Community Arts & Education Centre  
**Manager:** Ms. Susan Walsh  
**Location:** Waterville, Co. Kerry  
**Contact Details:** Tel: 066 9478956 Email: manager@techamergin.com  
**Website:** www.techamergin.com

#### Highlights 2013/14:

- The Gathering 2013: An Exhibition of work by Kerry artists - December 2013
- Iveragh through the Eyes of an Artist: Bernie Kennedy - July/August 2014
- Children's Art Competition in association with Charlie Chaplin Comedy Festival: Officially opened by Mr. Mick O'Dwyer - June 20th 2014.
- Art/Craft Exhibition featuring the work of 6 local artists: Painting - Dana Winder, Metal Work - Martin Davies, Mosaic - Marjanneke Van Den Hove, Ceramics - Mossy Murphy, Sculpture & Pyrography - Even Lambe, Woodturning - Joe Lidstone - May /June 2014
- Photo Exhibition by local photographer Trish O'Sullivan: '*When I Grow Up...*' Black & White Photographic Solo Exhibition - August 2014
- Bob Ó Cathail's Exhibition Circus - August 2014.
- Student Exhibition featuring students work from 2013/2014 classes: Digital Photography, Collage Technique, Ceramics & Painting - October 2014.

**Centre:** An Tóchar Adult Education Centre  
**Manager:** Ms. Nora Knapp  
**Location:** Causeway, Co. Kerry  
**Contact Details:** Tel: 066 7131977 Email: antochar@eircom.net  
**Website:** www.antochar.ie

#### Highlights 2013/14:

- The first Diploma in Counselling was delivered in Causeway. The Diploma was a collaboration between An Tóchar and Cork Counselling & Training Institute.
- The first meeting to form a women's group in Causeway was held on September, 11<sup>th</sup>, 2013. The outcome of this was the establishment of GLOW women's group which now has a membership of 120.
- On October 2<sup>nd</sup> 2013 a Women's day for the North Kerry area in conjunction with North and East Kerry Development (NEKD) was held at the centre. Taster classes were run in the morning and evening and 220 women attended.
- On October 3<sup>rd</sup> 2013 the first meeting was held to discuss the development of a men's shed in Causeway to carry out activities in line with the National Men's Shed organisation. Subsequent to this a men's shed group was formed and now operates from a pre-fab on the grounds of An Tóchar
- On November, 10<sup>th</sup> 2014 subsequent to submitting a successful proposal to SOLAS to run a course under Momentum, the first Momentum course commenced. Two courses were delivered, Professional Cookery and Food & Beverage Service and Bartending.

**Key Statistics 2013/14:**

- May 2014 : A total of 97 learners were awarded QQI (FETAC) certificates, of that there were 35 full awards.
- In addition to this there was 104 component certificates across a range of subjects.
- A total of 48 students were enrolled in the Momentum course in Autumn 2014.
- A total of 41 students attended the Counselling courses held in 2013 and 2014.
- 151 participants (Maths for Parents, Nutrition & Health, Creative Writing, Sugán Chair Making, Cookery, Image & Style).
- 71 participants (Cookery, Writing a Newsletter, Committee Skills, Digital Photography, Image & Style).
- 93 participants (Maths for Parents, Gardening, Arts & Crafts, Colour me Beautiful)

## ***ADULT LITERACY AND BASIC EDUCATION (ABE) PROGRAMME***

The Adult Literacy and Basic Education Service is a free and confidential service for adults who wish to improve their reading, writing, spelling and numeracy or learn a little about computers. Learners can have one to one tuition or be part of a small group. Learners can decide what you want to work on and learn at your own pace with an understanding tutor.

The eight ABE centers are located in the following areas: Cahersiveen, Castleisland, Dingle, Kenmare, Killarney, Killorglin, Listowel, Tralee).

<b>Centre:</b>	<b>Kerry Adult Literacy and Basic Education</b>
<b>Adult Literacy Organiser:</b>	Ms. Aoife McCormack
<b>Location:</b>	Áras an Phobail, Croílár na Mistéalach, Tralee, Co. Kerry
<b>Contact Details:</b>	<b>Tel:</b> 066 7124114 <b>Email:</b> kesabemt@eircom.net
<b>Website:</b>	<a href="http://www.kerryetb.ie/literacy">www.kerryetb.ie/literacy</a>

**Kerry ETB Adult Literacy and Basic Education  
Service provides uncertified courses, and QQI (FETAC)  
Levels 2 and 3 courses in the following areas:**



**Highlights 2013/14:**

- 6 Skills for Work Programmes took place
- 9 Intensive tuition programmes were delivered for small groups.
- 22 courses were delivered under family literacy funding.
- Launch of [www.kerryabetutors.ie](http://www.kerryabetutors.ie) website – for tutors sharing of resources.
- A new assessment tool for developing ESOL was developed.
- AFST funding received to deliver ESOL programme which enabled service to meet additional demand.

**Key Statistics 2013/14:**

- 1,411 Adult Literacy Classes
- 276 ESOL Courses

## ***KERRY ADULT GUIDANCE SERVICE (KAGS)***

**Co-ordinator:** Mr. Rico Stein  
**Location:** Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry  
**Contact Details:** **Tel:** 066-7121488 **Email:** rstein@kerryetb.ie  
**Website:** www.kerryetb.ie

### **Highlights 2013/14:**

- Published annual KAGS “Client Trends, Needs, and Recommendations” documents, which were shared with all Kerry ETB FET stakeholders, as well as the relevant Department of Social Protection (DSP) Staff, and other agencies.
- Significantly increased networking and inter-agency awareness among front-line and middle management staff working with FET, DSP and other relevant agencies, through the development and hosting of several World Café networking events. Achieved sterling feedback from all participants on the events, with a call for further similar events.
- Published the Further Education and Training Directory for Adult Learners in Kerry 2014/2015.
- Active representative and contributor to the Department of Social Protection (DSP)/ETB Protocol Meetings.
- Incorporated student guidance counsellors in KAGS, in support of their qualifications work experience practice.
- Facilitated the identification and prioritisation of key learner needs across the County by consensus, among c. 18 organisations comprised of FET, DSP Staff, and other relevant organisations. This was accomplished by KAGS developing, facilitating and the hosting of Inter-Organisational Presentation Days.
- Presented to the ETB Board, and received approval for the implementation of KAGS Recommendations for change, based on KAGS reflective practice of client trends and needs.
- Kerry Adult Guidance and Information Service Guiding Principles and Code of Professional Practice published as part of the NCGE Ethics Resource Library, to support AEGI staff and professional development.
- Delivered professional development training to trainee guidance counsellors at University of Limerick and NUI of Maynooth.
- Developed and published shared reflective practice in the feedback on Psychometric Assessments.
- Developed and Introduced Skype Guidance as part of Service Delivery.

### **Key Statistics 2013/14:**

- Individuals availing of the Information Service: 598
- One to One Guidance Appointments: 586
- Group Guidance/Information Sessions delivered: 87
- Completed Annual Full Service Evaluations:
  - 92% of one-to-one clients who answered KAGS evaluation questionnaires, reported being satisfied/very satisfied with the service.
  - C. 75% of KAGS clients reported they were able to achieve their goals as a result of the guidance they received

## COMMUNITY EDUCATION

The Kerry ETB Community Education programme aims to provide locally based education programmes that are responsive to local community needs. Programmes that are accessible, inclusive and culturally appropriate are developed in consultation with the local community. The Community Education Programme is learning that takes place in the community and embraces the principles of empowerment, consideration, collective consciousness, social justice and equality of access.

**Co-ordinator:** Ms. Michelle Ann Houlihan  
**Location:** Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry  
**Contact Details:** **Tel:** 066-7121488 **Email:** mahoulihan@kerryetb.ie  
**Website:** www.kerryetb.ie



In February 2014, a North Kerry initiative promoting Mental Health Awareness and Well-Being received the Aontas Star Award in the Munster category. The initiative was developed by North and East Kerry Development in collaboration with a number of different local organisations. Kerry ETB was a key partner in the project through the provision of community education activities.

### Highlights 2013/14:

- Tralee International Women's Group initiated a sewing class in 2013 and this developed into a great project that provides a social outlet for those involved. The group has created wonderful works influenced by their own cultures and this sharing of culture has been a very positive experience for all involved.
- A Cookery Programme for men was run in the Listowel Family Resource Centre. This course included budgeting, cooking tips, nutrition but most importantly the learning environment was about fun and friendship.
- ICT courses were provided in a number of isolated communities this valuable provision was made possible by utilising Kerry ETB mobile computer suites.
- Project Maths continued to be delivered to parents of students attending ETB schools in Listowel, Killarney and Killorglin.
- Castleisland Creative Writing group launched a publication facilitated on the journey by Mr. Tommy Frank O'Connor.

**Key Statistics 2013/14:**

- 300 courses provided.
- 4,731 students
- 1,246 male students and 3,485 female students

## ***SPORTS & ENVIRONMENTAL EDUCATION & TRAINING***

### ***CAPPANALEA OUTDOOR EDUCATION & TRAINING CENTRE (OETC)***

Cappanalea OETC delivers educational components on the National Curriculum at primary and post primary levels in subject areas such as Physical Education; Primary School Science; Discover Science; Junior Science; Geography; Biology/Ecology and SPHE.

The Centre contributes to the National Education Programmes of the Leaving Certificate and the Leaving Certificate Applied. Cappanalea is involved in National Education Initiatives with courses focusing on Literacy and Numeracy and on elements of the JCSP.

In the 3<sup>rd</sup> Level sector Cappanalea OETC delivers on modules at Certificate; Diploma and Degree level in Wildlife Biology and Health and Leisure Studies.

Cappanalea OETC successfully works with the PLC sector in Sports and Recreation Programmes under its Further and Continuing Education work. The Centre contributes to VTOS programmes and the Back to Education Initiative (BTEI). The Centre offers full time training at QQI (FETAC) Level 5 for those seeking to commence a career in the outdoors.

Cappanalea through Community Education works with a wide range of community groups and individuals. Courses vary to include the widest possible range of programmes and activities. The centre tailors its courses to meet specific learning outcomes as requested by clients, be they from the youth service, health service, corporate sector or language schools. Cappanalea OETC is committed to providing outdoor sport and physical activity opportunities for people with disabilities and has specific expertise in this area and offers a variety of choices to cater for particular client groups.

<b>Centre:</b>	<b>Cappanalea Outdoor Education Centre</b>	
<b>Manager:</b>	Mr. Donal Dowd	
<b>Contact Details:</b>	<b>Tel:</b> 066 9769244	<b>Email:</b> info@cappanalea.ie
<b>Website:</b>	www.cappanalea.ie	

#### **Highlights 2013/14:**

- In April 2014, Cappanalea OETC hosted 21 male and female students for day activities as part of Camp Ability.

#### **Key Statistics 2013/14:**

- 2013: 18,970 students
- 2014: 18,777 students

## ***KILLARNEY NATIONAL PARK EDUCATION CENTRE (KNPEC)***

Killarney National Park Education Centre is a non-profit making entity, run under the joint auspices of the Kerry ETB (through Cappanalea Outdoor Education & Training Centre) and The National Parks and Wildlife Service.

**Centre:** Killarney National Park Education Centre (KNPEC)  
**Field Studies Co-ordinator:** Mr. Chris Barron  
**Contact Details:** **Tel: 064 6635960** **Email: knpeducationcentre@ahg.gov.ie**  
**Website:** [www.killarneynationalpark.ie/educentre](http://www.killarneynationalpark.ie/educentre)

**Programmes:** Environmental Easter Camps, Summer Camps & Halloween Camps  
Annual Spring School & Biodiversity Days  
Guided Walks, Tours, Slideshows and Orienteering  
Corporate Activities  
Youth Groups

### **Highlights 2013/14:**

#### ***Memorandum of Understanding.***

In 2013, the Minister for Arts, Heritage and the Gaeltacht, Mr Jimmy Deenihan T.D. signed a Memorandum of Understanding for Killarney National Park Education Centre on behalf of his Department between the National Park and Wildlife Service and Kerry ETB.

### **Key Statistics 2013/14:**

2013: 9,097 students

2014: 10,958 students

## ***SPORT & LEISURE***

### ***TRALEE REGIONAL SPORTS AND LEISURE CENTRE***

Tralee Regional Sports Centre opened on the October, 23<sup>rd</sup> 1976. Tralee Regional Sports and Leisure Centre Ltd. (known locally as Tralee Sports Complex) is a unique cooperative venture between Tralee Town Council, Kerry ETB (formally Tralee VEC) and the public.

**Centre:** Tralee Regional Sports and Leisure Centre  
**Manager:** Mr. Liam Bohan  
**Contact Details:** **Tel: 066-7126442** **Email: traleesportscentre@eircom.net**  
**Website:** [www.traleesportscomplex.ie](http://www.traleesportscomplex.ie)

# Section 3 Corporate Governance and Finance

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The Board of Kerry ETB adopted a Code of Best Practice for Corporate Governance in Vocational Education Committees. The Code adopted was consistent with the code set out by the Department of Education and Skills in Circular F11/05. The purpose of the Code is to ensure that the principles of good governance and management guide the actions of Kerry ETB.

Board members and designated staff are required to provide annual Disclosures of Interests in respect of issues that could materially influence the performance of functions. All disclosures for 2013 were completed and where relevant forwarded to the Standards in Public Office Commission. In addition, the Committee adopted a Code of Ethics for Kerry ETB and this has been provided to all members and staff.

## ***BOARD STRUCTURE***

In accordance with Section 9 of the Education Act 2013 the Kerry Education Service Committee, on establishment day, July 1<sup>st</sup> 2013, became the first Board of Kerry ETB.

In summer 2014 the new 21 member Board was established in accordance with the terms of Section 30 of the Education and Training Boards Act 2013. The composition of the Board is as follows:

- 12 Local Authority Representatives
- 2 parent Representatives
- 2 Staff Representatives
- 5 Special Interest members

The Board has a formal schedule of reserved functions as set out in Section 12 of the ETB Act 2013. The Executive is responsible for implementation of plans, day to day management and functions not reserved for the Board.

The Board held 10 meetings in 2013 and 14 meetings in 2014.

## ***COMMITTEES***

The Board has established a number of Committees including Finance, and Audit Committees as per the requirements of Section 45 of the ETB Act 2013.

## ***INTERNAL CONTROL***

The Board has overall responsibility for ensuring that an effective system of internal financial controls are maintained and operated. The system can only provide reasonable and not absolute assurance against material mis-statement or loss. The Board is supported by the executive who has day to day responsibility for implementing the system of internal controls. The Board carries out an annual review of internal controls, at which it receives and has regard to a report from its Audit Committee. An Internal Audit service is provided by the Internal Audit Unit (formerly Vocational EC Services Support Unit (VSSU)).

## ***KEY CONTROL PROCEDURES***

The Board has taken steps to ensure an appropriate control environment by:

- Clearly defining management and staff responsibilities.
- Establishing procedures for reporting significant control failures and ensuring corrective action.
- Establishing procedures for identifying and evaluating all risks which could prevent the ETB from achieving its objectives. Identifying and evaluating risk is a regular part of day to day management.

The system of internal financial controls operated is based on:

- Detailed administrative procedures
- Segregation of duties
- Specific authorisations
- Monthly review of reports outlining actual and budgeted results of programmes.

The Boards monitoring and review of the effectiveness of the system of internal control is informed by the:

- Work of the Audit Committee.
- Chief Executive who has responsibility for the financial control framework.
- Recommendations by the Comptroller & Auditor General.

## ***FINANCIAL REPORT***

Kerry ETB was established on 1<sup>st</sup> July 2013. Kerry Education Service (the VEC in Kerry) was dissolved on 30 June 2013 and all assets, liabilities and staff of the VEC transferred to the ETB on a going concern basis.

SOLAS was established on 27<sup>th</sup> October 2013 and all functions, operations, assets and liabilities remaining with FAS, which was dissolved on 26 October 2013, transferred to SOLAS.

On 1<sup>st</sup> January 2014, 40 staff, associated programmes, operations and system, including associated assets and liabilities of Kerry ETB Training Centre transferred to the ETB on a going concern basis.

## ***FINANCE STRATEGY***

The objective of the Finance function is to support the Board in the achievement, within budget, of objectives set out in the Service Plan. Finance support includes decision-making support, corporate control of public money, transaction processing and statutory accountability.

## ***STATUTORY ACCOUNTABILITY***

Strict accountability requirements apply to the ETB. These requirements include the preparation of annual financial statements in a form approved by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform. They consist of a Statement of Accounting Policies, an Operating Account, A Statement of Current Assets and Current Liabilities and notes to the financial statements.

Financial control systems are in place to ensure compliance with these requirements and to ensure the effective achievement of objectives.

## **FINANCIAL SUMMARY**

Kerry ETB is funded primarily by the Department of Education and Skills (DoES) for the delivery of its Post Primary provision and SOLAS and DoES for further education and training programmes.

### **Kerry Education and Training Board Operating Account for the Eighteen Month Period Ended 31<sup>st</sup> December, 2014**

	31/12/2014
	€
<b>RECEIPTS</b>	
Schools & Head Office Grants	33,065,153
Further Education and Training Grants	28,002,215
Student Support Services Grants	1,545,901
Youth Services Grants	481,848
Agencies & Self-Financing Projects	4,265,141
Capital Grants	2,248,771
Joint Venture	137,000
	<u>69,746,029</u>
<b>PAYMENTS</b>	31/12/2014
Schools & Head Office	32,546,933
Further Education and Training	26,892,790
Student Support Services	1,518,701
Youth Services	463,966
Agencies & Self-Financing Projects	3,860,007
Capital	2,114,002
Joint Venture	98,267
	<u>67,494,666</u>
<b>Cash Surplus / ( Deficit) For Period</b>	2,251,363
<b>Movement in Other Net Current Assets</b>	<u>(2,487,942)</u>
<b>Accrual Revenue Surplus/(Deficit) For Period</b>	(236,579)
<b>Revenue Surplus / (Deficit) at 01/ 01 /2015</b>	138,528

## New 21 Member Education & Training Board – Established July, 2014

Cllr. John Brassil	Ms. Mary McGillicuddy
Ms. Debbie Brosnan	Cllr. Norma Moriarty
Cllr. Michael Cahill	Cllr. Dianne Nolan
Cllr. Toiréasa Ferris	Cllr. Terry O'Brien
Cllr. Jim Finucane	Mr. Hugh O'Connell
Cllr. Séamus Fitzgerald	Mr. Leonard O'Donnell
Cllr. John Francis Flynn	Mr. Maria O'Gorman
Mr. Kevin Foley	Cllr. Damien Quigg
Cllr. Norma Foley	Ms. Mary Anne Slattery
Fr. Ger Godley	Cllr. Aoife Thornton
Ms. Brid McElligott	

