

# ANNUAL REPORT

2016



**etb**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma  
*Mayo, Sligo and Leitrim*  
*Education and Training Board*

# Contents

Forewords	2
Mayo, Sligo and Leitrim Education and Training Board	3
Organisation of Services	4
Financial Summary	5
Key Relationships	5
MSLETB Schools	6
Further Education and Training	7
Scope of Provision	7
Integration of FET Provision	7
MSLETB Training Centres and Training Provision	8
Back To Education Initiative	8
Adult Literacy Service	9
Community Education	11
FET Cooperation Hours	12
Vocational Training and Opportunities Scheme	12
Community Training Centre	13
Youthreach	14
Adult Educational Guidance and Information Service	15
Evening Courses and Self-Financing Night Classes	15
Skills For Work	15
Achill Outdoor Education and Training Centre	16
Youth Work	17
School Completion Programme	18
Music Generation	19
Music Generation Mayo	19
Music Generation Sligo	19
Contact Information	20
Glossary	21
Appendix 1: Mayo, Sligo and Leitrim ETB Schools, Centres and Committees	22
Appendix 2: Financial Information	25

## Forewords

I am proud to be associated with the quality of service delivery that Mayo, Sligo and Leitrim ETB gives to its learners. The year has been one of continued change for the organisation, with new administration structures put in place for the organisation, as well as new challenges that continue to present. The professional manner in which changes and challenges are met within the organisation is testimony to the dedication and commitment of staff.

Míle buíochas go léir.

**Cllr. Joseph Queenan, Chairperson**

The year 2016 was one of continuing change and consolidation for Mayo, Sligo and Leitrim ETB. A revised senior administrative structure saw the appointment of a Director of Schools, a Director of Further Education and Training and a Director of Organisation Support and Development. While these appointments were hugely welcome, it has brought a need to review structures within head office. The continued co-operation of staff and willingness to embrace what can only be described as an emerging culture of change is one to be commended.

Mayo, Sligo Leitrim ETB continues to develop and deliver learner-centred programmes of high quality in training and education. Not only does Mayo, Sligo and Leitrim ETB respond to the needs of the community, but it continues to lead in the provision of education and training in cooperation and collaboration with local industry, communities and other relevant agencies. This annual report for 2016 celebrates the major highlights in education and training for the organisation.

**Shaun Purcell, Chief Executive**

## Mayo, Sligo and Leitrim Education and Training Board

The Board of Mayo, Sligo and Leitrim Education and Training Board (MSLETB) is established under the Education and Training Boards Act, 2013 and is responsible and accountable for the proper direction and control of MSLETB as set out in the primary Act, other relevant legislation and the *Code of Practice for the Governance of Education and Training Boards*.

The Board met on six occasions during 2016 and, in accordance with section 3.4 of the Code of Practice, the record of attendance of each Board Member is set out below:

Title	Name	Surname	No. of Board Meetings Attended in 2016
Cllr.	John	Caulfield	5
Cllr.	Lisa	Chambers	0 (Resigned in Feb 2016)
Cllr.	Tom	Connolly	6
Cllr.	Christy	Hyland	6
Cllr.	Teresa	McGuire	5
Cllr.	Thérèse	Ruane	5
Cllr.	Margaret	Gormley	7
Cllr.	Seamus	Kilgallon	6
Cllr.	Joseph	Queenan	7
Cllr.	Mary	Bohan	6
Cllr.	Paddy	O'Rourke	7
Cllr.	Enda	Stenson	5
Ms.	Donna	Sheridan	7
Mr.	Enda	Cawley	6
Ms.	Susan	Finan	4
Mr.	John	Gardiner	6
Ms.	Evelyn	Cafferty	3
Mr.	Paul	Ainsworth	3
Mr.	Malachy	Molloy	6
Mr.	Kieran	O'Dowd	4
Ms.	Sinéad	Dore	5
Ms.	Annie	May Reape	4 (replaced L. Chambers, March 2016)

## Organisation of Services

In 2016, the Department of Education and Skills (DES) set out a senior management structure for ETBs in conjunction with a limited alleviation of the moratorium on recruitment. The revised management structure put in place established the role of Directors within the sector. This role replaced the previous model of Education Officers and Principal Officers. Based on its activity and scale, MSLETB was allocated the following posts:

- 1 Director of Further Education and Training
- 1 Director of Schools
- 1 Director of Organisation Support and Development

The three Director appointments were made following Public Appointment Service competitions, which were carried out through the Public Appointment Service in September 2016. Two internal candidates and one external candidate were appointed to the posts, with the former Education Officer (Acting) appointed to the role of Director of Schools.

Some additional resources for head office were secured through a review of critical vacancies conducted by the Directors of Schools in conjunction with the DES and the Chief Executive.

In the last quarter of 2016, a review of structures and administrative staffing was undertaken by the Director of Organisation Support and Development to ensure that appropriate structures were put in place to enable efficiency of core business operations, the delivery of education and training across the three counties and, reflecting the size of the organisation, corporate governance and legislative requirements.

To this end, the following business units were progressed through a process of consultation:

- Human Resources
- Corporate Services
- Finance

While there was some limited alleviation of the recruitment moratorium in respect of critical vacancies which assisted with the above review, the impact of the moratorium continued to be a challenge for the organisation.

MSLETB continues to be committed to the ongoing improvement of its services in the context of the Government's Transforming Public Service Programme and in the interests of good corporate governance and compliance.

## Financial Summary

MSLETB is funded directly by the Department of Education and Skills (DES) for the operation of its post-primary schools, and by SOLAS and the DES for Further Education and Training (FET) programmes.

In 2016, funding for other particular projects was also provided by other Government Departments and Agencies including:

- Department of Children and Youth Affairs
- Department of Social Protection
- Department of Health

Funds are also raised through charges for services such as tuition fees, rent of rooms and activities at local level. The Board's receipts in 2016 were €75.1 million. Of the total receipts for the period, €1.5 million was in respect of the Capital programme. Appendix 2 contains the annual Operating Statement.

MSLETB is audited annually by the Comptroller and Auditor General (C&AG) who presents a report on the Board's financial stewardship to the Oireachtas.

MSLETB are responsible for the keeping of accounts and MSLETB is fully compliant with its obligations under revenue legislation.

## Key Relationships

MSLETB values the links that have been made with major stakeholders in the public and private sector. This involves MSLETB consulting, engaging and collaborating with a wide range of public bodies and providers of education and training. MSLETB works closely with all three local authorities in its functional area and has entered into partnership arrangements on a number of initiatives such as Music Generation and Sligo Sport and Recreation Partnership.

MSLETB also works closely with the Local Community Development Committees, Local Partnership Committees, Sligo LEADER Partnership, Leitrim Integrated Development Company, East and North Mayo Partnerships, Regional Skills Forum, FIT (FastTrack to Information Technology) and Local Enterprise Offices, as well having representation on the governing bodies of IT Sligo and Galway-Mayo Institute of Technology.

During the year, MSLETB co-operated with a large number of other organisations and institutions through the provision of teaching hours or financial assistance. Such organisations include the Prison Service, youth services, Community Training Workshops, and the National Learning Network.

MSLETB also values and continues to develop links with industry across the region to ensure that the provision of FET services are appropriate to the needs of the various industrial sectors and to ensure that our students are in a position to attain relevant and meaningful employment.

## MSLETB Schools

MSLETB is responsible for the management and operation of 19 recognised post-primary schools in Mayo, Sligo and Leitrim. Included in this figure are two standalone Colleges of Further Education, Westport College of Further Education and North Connaught College. For details of MSLETB schools, please see Appendix 1.

MSLETB schools provide a welcoming and inclusive environment, have a commitment to excellence in teaching and learning and, through strong school leadership, are dedicated to ensuring students reach their full potential. MSLETB has an excellent team of highly qualified and experienced teachers who are committed to success, raising expectations, providing opportunities and striving to meet the needs of all our students in caring and supportive settings. Besides providing a strong academic and creative environment, each of our schools offers dynamic extra-curricular sports and cultural activities.

The following programmes are offered in our post-primary schools:

- Junior Certificate Programme
- Junior Certificate Schools Programme
- Transition Year Programme
- Leaving Certificate Programme
- Leaving Certificate Vocational Programmes
- Leaving Certificate Applied Programmes.

Our schools offer a broad range of subjects to Leaving Certificate level.

Schools and staff worked hard during the year to upskill in preparation for Junior Cycle reform, as well as providing a large variety of extra-curricular activities for students. In addition, many of our colleges provided an array of Post Leaving Certificate (PLC) Courses, demonstrating the ability of MSLETB to respond and innovate in a meaningful way to the needs of school leavers and adult learners.

Enrolments in MSLETB schools continued to grow, with 5,602 post-primary and PLC students enrolled in 2016.

## Further Education and Training

### Scope of Provision

Mayo, Sligo, Leitrim ETB provides a broad range of FET programmes throughout the region. All FET provision and its associated services are designed to meet the education and training requirements of individuals, both employed and unemployed, and the business and economic needs of employers in the region.

During 2016, MSLETB offered both full-time and part-time courses in wide range of fields to a large and diverse population of adult and post second-level learners. This FET provision was delivered as day and night courses, with programmes including the following:

- Post Leaving Certificate (PLC) courses
- Apprenticeships
- Traineeships
- Vocational Training Opportunities Scheme (VTOS)
- Back to Education Initiative (BTEI)
- Adult Literacy
- Intensive Adult Basic Education (ITABE)
- Community Education
- Specific Skills Training
- Youthreach
- Community Training Centre
- Local Training Initiatives
- Skills For Work
- Evening courses and self-financing night classes
- Refugee Resettlement Programme

In addition to training provision, MSLETB provides the following services:

- Adult Education Guidance and Information Service
- Services to Business
- Co-operation with other institutions

### Integration of FET Provision

The formation of ETBs and the creation of an integrated FET sector, with a clear focus on the development and delivery of courses and programmes designed to prepare people for employment and / or further studies has been both a challenge and an opportunity.

The development of coordinated programmes for programme delivery aimed at minimising duplication, increasing access for individuals, improving relevancy for employers and maintaining and increasing the quality of programmes on offer were all features of MSLETB's FET service throughout this period.

In September 2016, MSLETB were delighted to move into their new FET Centre in Castlebar, Co. Mayo. This facility brought together ten FET programmes under the one roof in a prominent centre-of-town location, catering to the needs of hundreds of clients, along with community groups and local employers.



## MSLETB Training Centres and Training Provision

MSLETB Training Centres based in Sligo and Ballina provided training directly and indirectly to 2,523 individuals across a range of programmes in 2016.

Of this total, 484 were apprentices undertaking off-the-job training at Phases 2, 4 and 6. There were 190 apprentices registered in 2016, up from 153 the previous year, reflecting the increase in economic activity. A revised Curriculum Version 4 was introduced for Phase 2 apprentices in the trades of Carpentry and Joinery, Heavy Vehicle Mechanic, Metal Fabrication, Plumbing and Electrical. Two new generation apprenticeships commenced in Engineering and Insurance, with the latter hosted by our colleagues in Institute of Technology Sligo (IT Sligo).

Application rates for training courses for the unemployed were reduced in general, down on 2015 figures, which followed the pattern for the two previous years. Changes to economic circumstances and reductions in financial supports were indicated as being the most significant contributory factor in the under-utilisation of allocation. The alignment of provision to meet local employer and business needs was managed on a local basis. This process referenced and identified with local business organisations the requirements in that area, with oversight by MSLETB's FET planning group. Particular emphasis was placed on providing opportunities for the high-priority cohort of low-skilled workers and the long-term unemployed.

Training for people with disabilities seeking employment is provided through three Specialist Training Providers. These are the National Learning Network centres in Castlebar, Co. Mayo, Sligo town and Carrick-on-Shannon, Co. Leitrim, along with the Ability Enterprises Centre in Ballindine, Co. Mayo and the Epilepsy Ireland course on the IT Sligo campus, which provides training for those with an acquired brain injury. These centres are delivering courses specifically designed for persons with disabilities, in specially equipped training centres.

The Services To Business (STB) team in MSLETB are the training services' main point of contact for Employer Engagement. The Authorised Officers (Training Advisors) are the only personnel in MSLETB that can register apprentices. Employers must also be approved by an MSLETB Authorised Officer (Training Advisor) before recruiting and registering an apprentice. In 2016, in excess of 500 employers engaged with this service.

## Back To Education Initiative

The Back To Education Initiative (BTEI) under MSLETB provided part-time further education programmes for adults (over 16 years of age). In 2016, 3,082 beneficiaries attended BTEI programmes in 248 learning groups. These programmes consisted of 191 different courses across the three counties. The aim of BTEI programmes is to give people an opportunity to combine a return to learning with other commitments, for example, family, work and other responsibilities. Programmes are offered on a part-time basis and are planned in consultation with learners, employers, community groups and other agencies, offering a flexible option to allow people to return to education. The priority target group includes early school leavers and persons who are unemployed and need to re-skill.

Courses that are offered can include:

- Junior or Leaving Certificate subjects
- QQI Major and Minor Awards at Levels 3 and 4
- Progression to QQI Major and Minor Awards at Level 5 and 6

BTEI courses are free of charge to people in receipt of an eligible Social Welfare payment and for applicants with less than a Leaving Certificate qualification or equivalent. Fees are payable in certain other circumstances.

The overall objectives of the BTEI are to increase the participation of young people and adults with less than upper-secondary level education in a range of flexible learning opportunities. A priority of BTEI is to target individuals and groups that experience particular and acute barriers to participation in education and are more difficult to engage in the formal learning process.

Operationally within MSLETB, the BTEI programme is broken down into five areas:

- Leitrim
- Sligo
- Mayo north
- Mayo south and east
- Mayo central and west

Courses that were offered included:

- QQI ICT modules at Levels 3, 4 and 5
- Returns to Learning courses at Levels 3 and 4
- Early Childcare and Education Awards at Levels 4, 5 and 6
- Special Needs Modules at Level 5
- Healthcare Awards at Level 4 and 5
- Nursing Awards at Level 5
- Maths and Engineering modules at Level 4 and 5
- ESOL modules at Levels 4 and 5

## Adult Literacy Service

Adult literacy in Ireland is defined by the National Adult Literacy Agency as referring to:

“Language, reading, writing, numeracy and everyday technology for communication (ICT). Literacy has personal, social and economic dimensions.”<sup>1</sup>

The Adult Literacy Service provides opportunities for adult learners to improve their learning, confidence and skills. All courses are designed to be purposeful for adults within their everyday life and to reflect and develop their level and interests.

In addition to courses at QQI Levels 1-3, MSLETB also offers a range of uncertified courses. Courses are run on-site and can also be offered on an outreach basis in partnership with community, voluntary and statutory agencies.

Operationally within MSLETB Adult Literacy is broken down into five areas:

- Leitrim
- Sligo
- Mayo north
- Mayo south and east
- Mayo central and west

Each area offers the services and programmes described overleaf.

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<sup>1</sup> National Adult Literacy Agency: *Integrating Literacy: Guidelines for further education and training centres, Revised edition 2013*

## **General Literacy**

Adult literacy programmes are primarily focused on the learning outcomes at NFQ Levels 1-3. The priority target group for literacy programmes is those adults with primary education or less and whose literacy and numeracy skills do not reach Level 3 on the NFQ. Literacy classes are delivered either through one-to-one tuition and / or in small groups. After an initial assessment based on reading, writing, maths and spelling, learners are placed in QQI Levels 1-3. Individual learning plans are drawn up in consultation with the learner. A qualified tutor is assigned to the learner / group.

ICT is provided for those highlighted in the target groups. It focuses on basic keyboard skills, progressing to QQI Level 3 in computer literacy, spreadsheets and word processing. ICT in literacy is usually offered as part of a broader basic skills provision but can be standalone.

Blended learning programmes can also be offered. These are online programmes with tutor support. Programmes give learners the option of working at their own pace at home, while also having the option of attending a class for support.

## **Intensive Tuition in Adult Basic Education (ITABE)**

This programme offers six hours' tuition per week over fourteen weeks. A specific *pre* and *post* assessment tool is used to capture learner literacy and numeracy levels prior to engaging with ITABE programmes and upon completion. This programme is for learners on NFQ Levels 1-3 and those who have no formal qualifications.

## **Family Literacy**

Family Literacy programmes are early intervention programmes that improve child literacy whilst also improving parental support skills. Family Literacy programmes aim to:

- Improve the literacy, language and numeracy skills of parents
- Improve parents' ability to help their children to learn
- Improve the developmental skills of young children and their acquisition of literacy, language and numeracy.

Family Literacy programmes are not parenting programmes, but rather give parents the confidence to acknowledge they are their children's first educators and are already teaching their children. Programmes are focussed on the 0-6 age group and work in a three-pronged approach with parents, children and schools.

## **English for Speakers of Other Languages (ESOL)**

ESOL provision takes into account the learning needs of the wider community and is offered to target groups such as asylum seekers, refugees and unemployed migrant workers. Learners are assigned places based on registration and assessment.

English language classes are offered at varying literacy levels, for example, from where someone may not know the western alphabet, through to QQI Level 5, which is deemed the appropriate entry level for successfully entering the workforce.

## Refugee Resettlement Programme

In December 2016, the first tranche of programme refugees were resettled to three locations in Mayo. The Adult Literacy Service established introduction classes in the month of December which was further developed in 2017.

### Adult Literacy Service Beneficiaries and Courses Offered in 2016

Programmes	MSLETB Beneficiaries	Courses / Groups
General Literacy, Family Learning and Refugee Resettlement Programmes	1,537	261
ITABE	216	26
ESOL	1,055	80
Skills for Work	163	23

## Community Education

Community Education refers to adult education and learning, generally outside the formal education sector. It aims to empower and support communities. It is firmly community-based, with local groups taking responsibility for, and playing a key role in, organising courses and deciding on programme content. The scheme enables disadvantaged adults to avail of community education at minimal or no cost. In 2016, 3,419 adult learners availed of Community Education courses. There were 405 Community Education courses run throughout the three counties.

Community Education can transform individual lives and contributes to social cohesion. It provides opportunities for intergenerational learning, builds self-confidence and self-esteem and supports those with low skills or a negative experience of formal education. It can provide a stepping stone to further learning, qualifications and rewarding work. The European Commission has also emphasised the key role of civil society in the promotion of adult learning, particularly in cultivating non-formal and informal learning, as well as the need to prioritise learning communities and social networks.

Within MSLETB, Community Education is organised under the county structure and each county has a Community Education Facilitator (CEF) responsible for the area. The following is the process by which Community Education courses are operated within MSLETB:

- Needs identification through a group application process and / or CEF development work.
- Appraisal of applications for Community Education support.
- Funding allocated to groups in the form of direct tuition hours (Sligo and Leitrim) or grants allocation to groups (Mayo) for agreed courses.

Groups are required to return specific information and data upon completion of courses, including evaluations.

## FET Cooperation Hours

Under Co. Sligo VEC, there was an allocation made by the DES in relation to paid teachers' hours which could be utilised in other agencies to support the provision of basic adult education within their programmes and services. This allocation has been retained over the years and the following is a summary of activities in 2016:

Name of Co-Operation Agency	Allocation in Hours	Number of Learners
Sligo Community Training Centre	22 hours per week	86
HSE, Ballytivnan Resource House, Sligo	11 hours per week	14
Cheshire Homes, Sligo	1 hour per week	1

In 2016 there was a total allocation of 1,517 hours to deliver the above service / programmes.

## Vocational Training and Opportunities Scheme

VTOS targets participants who are over 21 years of age, unemployed and in receipt of certain social welfare payments for at least six months. In particular, it targets persons who are unemployed and / or early school-leavers. The VTOS scheme provides a range of courses to meet the education and training needs of this target group. 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. VTOS programmes usually run over a two-year period and operate on a full-time basis from September to the end of June. There are nine VTOS centres within MSLETB as below.

Centre	No. of student places	Location
Achill VTOS	20	Achill, Co. Mayo
Ballina VTOS	30	Cathedral Rd, Ballina, Co. Mayo
Ballinrobe VTOS	20	Neale Rd, Ballinrobe, Co. Mayo
Belmullet VTOS	20	Chapel St., Belmullet, Co. Mayo
Castlebar VTOS	40	Mill Lane, Main Street, Castlebar, Co. Mayo
Swinford VTOS	20+10 <sup>2</sup>	Dublin Road, Swinford, Co. Mayo
Sligo VTOS	40	Quay Street, Sligo
Tubbercurry VTOS	20	North Connaught College, Tubbercurry, Co. Sligo
Drumshanbo VTOS	40+8 <sup>3</sup>	Drumshanbo, Co. Leitrim

<sup>2</sup> There are 10 dispersed places in Mayo managed and included in Swinford VTOS.

<sup>3</sup> There are 8 dispersed places in Leitrim managed and included in Drumshanbo VTOS.

VTOS courses run within MSLETB include:

- Office Administration and ICT
- Accounting Technicians Ireland (ATI and IATI)
- Business Administration with Languages
- Cultural and Heritage Studies
- Leaving Certificate
- Healthcare
- Art
- Language and European Studies
- Tourism and Business
- ECDL (European Computer Driving License)
- Early Childhood Care and Education
- Nursing
- Beauty Therapy
- Music
- Sound Engineering.

### **Community Training Centre**

Training for early school leavers is provided through Sligo Community Training Centre (CTC) in Cleveragh, Sligo. Courses offered include Catering, Hairdressing, Sports and Recreation and a variety of ICT courses. Sligo CTC has a capacity of 90 places. A high proportion of learners who complete programmes in the CTC progress onto mainline courses in other areas of MSLETB. The CTC gives those who left school early a second chance at education and provides an opportunity for them to continue their studies.

CTCs are similar in nature to the Youthreach centres, catering for early school leavers from 16 to 21 years of age. Programmes are vocationally oriented, leading to major QQI awards at Level 3, 4 and 5. The centre is funded under the auspices of the MSLETB Training Centres and Training Provision. In 2016, over 110 learners participated in courses at the CTC.

## Youthreach

MSLETB currently has four Youthreach centres, three in Mayo (Ballina, Ballinrobe and Kiltimagh) and one in Sligo town. There are 150 places between the four centres with an average 90% occupancy in 2016. Programmes operate five days per week throughout the academic year. A summer programme is also provided following the state examinations, focusing on the personal and social development of the student. The Youthreach sector encompasses the vision and mission of MSLETB and operates according to its guiding principles.

Youthreach operates a policy of continuous enrolment, allowing programmes to remain responsive to the needs of applicants, with Individual Learning Plans generated for each participant with the assistance of a mentor. Centres employ principles of youth work, diverse teaching styles and andragogical approaches to maximise the benefits for students. Traditionally, there has been a strong vocational element of provision in MSLETB's Youthreach centres, with many students availing of work experience in hotel, catering, tourism, engineering, construction and agricultural sectors. Strong links have been built with local businesses, with some students progressing to employment locally.

A changing profile of Youthreach students has emerged. Traditionally, most referrals came from schools directly referring students who are more suitable to the holistic approach taken in a Youthreach centre. This includes smaller class sizes, one-to-one lessons, continuous assessment, the teaching of life skills and the promotion of soft skills taking a prominent role in all subject areas in the centre. Other referrals to centres are now received from a wide variety of organisations and sources, for example:

- Juvenile Liaison Officers
- Probation services
- Tusla
- Residential care
- Ethnic minority groups
- Department of Social Protection (DSP)



Due to this changing profile of students, it was necessary to tailor the provision to benefit these learners who present with completely different needs than when the programme was piloted almost 30 years ago. All Youthreach Coordinators report that the majority of learners present with mental health issues that require significant interventions, putting considerable strain on the resources of the centre. The Psychological and Guidance Counsellor has taken a far more central role in the life of the centre, assisting staff by way of advice on key interventions that may be required to help individuals to progress. The Key Mentoring initiatives by staff allow participants break down their goals into manageable chunks that, by and large, has taken the stress out of achieving progress.

The planned retention for Youthreach students is 81% and the new curriculum has been implemented in all centres. This includes the application of a multi-tiered approach to attendance, soft skills measurement tools, literacy and numeracy assessments, revised work placement procedures and engaging students in developing individual action plans.

## Adult Educational Guidance and Information Service

The Adult Education Guidance and Information Service provides impartial and confidential advice, guidance and information to adults in relation to their education, training and careers. The service is for adults who:

- Are considering returning to or continuing with education
- Are having difficulty in finding or keeping suitable employment due to lack of appropriate education qualifications
- Wish to explore new forms of further education or training available in Mayo, Sligo and Leitrim.

Impartial information on local, regional and national adult education is available to the general public.

It is estimated that 2,800 users availed of these services in 2016.

## Evening Courses and Self-Financing Night Classes

Mayo, Sligo and Leitrim Education and Training Board deliver night classes in several centres across the three counties. These classes are aimed at adults looking to further their qualifications, learn a new skill or explore personal interests. Evening courses are open to everybody (both employed and unemployed) however there is a fee for people in employment. Fee paying clients must apply directly to the school / centre. Unemployed persons can contact their local DSP Employment Services Office for information on their eligibility to get assistance with paying fees.

In 2016, more than 2,000 beneficiaries participated in evening courses or self-financing night classes.

## Skills For Work

Skills for Work (SFW) is a national programme aimed at providing training opportunities to help employees deal with the basic skills demands of the workplace. SFW offers a variety of subjects which supports the educational needs of the employee in convenient locations and times. Courses are designed to be flexible and adaptable to meet the needs of the employee and employer. SFW courses are 35 hours in duration and may offer accreditation up to Level 3 NFQ. MSLETB is the host employer for the SFW Coordinator for the western region, covering a total of six counties.



## Achill Outdoor Education and Training Centre

MSLETB operates an Outdoor Education and Training Centre at Cashel, Achill Island, since 1971. As the first centre of its kind at the time, it led to the development of eleven other ETB centres around the country and to the development of the outdoor industry countrywide. The centre develops tailor-made programmes, using adventure activities and the outdoor environment as a catalyst in the physical, social and intellectual development of participants.

Participants include MSLETB's own schools, as well as education centres and primary, second and third level institutions countrywide. It also caters for youth groups and the general public from the age of seven upwards.

### **Programmes include:**

- Field Study Programmes – geography, ecology for second and third level institutions
- Outdoor multi-activity programmes for primary, second and third level, e.g. canoeing, kayaking, surfing, body-boarding, windsurfing, sailing, rock-climbing, abseiling, hillwalking, orienteering and archery
- Team-building courses
- Certificate skills courses under the National Governing Bodies
- Gaisce, The President's Award, Bronze and Silver programmes
- Leaving Certificate Applied and Transition Year programmes
- Rescue and Emergency Care First Aid Courses
- Summer Camps
- Cultural and language programmes
- Outdoor Activity Instructor Traineeship Programme.

### **Facilities:**

The centre has accommodation for up to 60 people in separate male and female wings. It has separate rooms for group leaders, supervisors and teachers. Catering is provided on residential and day courses if required. Recreational facilities on site include an indoor climbing wall, archery range, outdoor basketball courts, grass areas and large dome for indoor sports and challenges.

## Youth Work

The youth work capacity of Mayo, Sligo and Leitrim ETB is funded by the Department of Children and Youth Affairs (DCYA). The function of MSLETB in this respect is to:

Support the provision, coordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support.

*(Education and Training Boards Act, 2013, Section 10(1)(j)).*

The function of MSLETB in relation to youth work in 2016 encompassed the following services:

- Administration of Local Youth Club Grant Scheme to volunteer led youth clubs.
- Implementation of National Quality Standards for Volunteer Led Youth Groups and National Quality Standards Framework for the Youth Sector
- Administration of Special Project for Youth and other funding lines to youth services on behalf of the DCYA and Department of Health to youth services
- Youth Mental Health Initiatives in Mayo, Sligo and Leitrim
- Administration of the DCYA Youth Employability Initiative
- Youth engagement and participation through support of Comhairlí na nÓg in each of Mayo, Sligo and Leitrim.

In addition to the services outlined above, MSLETB supported the coordination of youth work activities with other services through participation in twenty-one interagency committees. These interagency committees range, inter alia, from School Completion Projects, Traveller support groups to Children and Young People Services Committees. MSLETB Youth Officers, through their participation in these groups, played an important role throughout 2016 in guiding a partnership approach to achieving the target outcomes set out in the *Better Outcomes, Brighter Futures: The National Policy Framework for Children and Young People, 2014-2020*.

## School Completion Programme

The School Completion Programme (SCP) was set up as part of the Department of Education and Skills DEIS strategy (Delivering Equality of Opportunity in Schools). This service in Mayo was established in 2007 and is available to DEIS primary and second-level schools in north and south Mayo. In 2011, the School Completion programme was integrated into the National Education and Welfare Board (NEWB) and is now within Tusla, the Child and Family Agency.

The SCP aims to increase the numbers of young people staying in primary and second-level by improving attendance, participation and retention of students who may be at risk of early school leaving. The SCP focuses on targeting and providing supports and interventions to assist these students to successfully complete their formal education. Interventions include breakfast clubs, homework clubs, after-school supports, individual support for students, therapeutic supports such as counselling and art therapy, extra tuition, mentoring programmes, transition programmes and summer camps. SCP tailors supports to meet the needs of all students, but especially those who are at risk of early school leaving.

There are seven second level schools involved in the programme in Mayo:

- Davitt College, Castlebar
- Scoil Mhuire agus Pádraig, Swinford
- Coláiste Pobail Acla, Achill
- Moyne College, Ballina
- St. Tiernan's College, Crossmolina
- St. Brendan's College, Belmullet
- Ghaelcholáiste Chomáin, Rossport

There are also three primary schools in the programme:

- Scoil Íosa, Ballina
- Scoil Phádraig, Ballina
- Gaelscoil na gCeithre Maol, Ballina

North and South Mayo School Completion Programmes are operated by MSLETB and managed by Local Management Committees, with representatives from schools, youth services and other agencies in the areas.

## Music Generation

Music Generation delivers a range of music education projects for children and young people as part of a national Music Generation programme initiated by Music Network, co-funded by U2, The Ireland Funds, the DES and local Music Education Partnerships.

Music Generation believes in every child and young person's musical potential. The vision of Music Generation is inclusive access to high quality music education for children and young people, delivered by skilled professional musicians interacting in an inspirational way with children and young people in their communities.

### Music Generation Mayo

Music Generation Mayo is a music education service for children and young people aged 0-18 years in Co. Mayo. Locally, Music Generation Mayo is managed by Mayo Music Education Partnership (MEP) which includes MSLETB, Mayo County Council Arts Office, Local Community Development Committee, Mayo Engagement Network and Mayo Education Centre.

The programme is run by a Coordinator and Project Administrator. There is also a Music Tutor Panel of over 40 musicians who are employed on various programme strands. Programmes include Regional Tuition Centres, Soundworlds Early Years Music Programme, Musician in Residence Programme, County Instrument Bank and Music Library Resource, Youth Music Hub and continuous professional development opportunities for music tutors.

### Music Generation Sligo

Music Generation Sligo is managed and funded locally by MSLETB, Sligo County Council, Sligo Education Centre, Sligo County Childcare Committee, Cranmore Regeneration and the local music sector.

Music Generation Sligo delivers a programme of performance music education, that is vocal and instrumental tuition, encompassing all music genres and all types of instruments and vocal styles, delivered by skilled professional musicians to 3,500 children and young people in 2016. Programme elements include Discovering Music Schools Programme, Instrumental and Vocal Tuition, Go See (audience development programme), Instrument Bank, *Con Tutti* Inclusive Music Education Programme, performances and special projects.

## Contact Information

### **PRÍOMHOIFIG, MHAIGH EO**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma  
An Baile Nua,  
Caisleán An Bharraigh  
Co. Mhaigh Eo  
F23 DV78

### **HEAD OFFICE, MAYO**

Mayo, Sligo and Leitrim  
Education and Training Board  
Newtown  
Castlebar  
Co. Mayo  
F23 DV78

**Tel:** +353 (0)94 902 4188 **Fax:** +353 (0)94 902 4187 **Email:** infomayo@msletb.ie

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### **SLIGEACH**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma,  
Sráid Na Cé  
Sligeach  
F91 XH96

### **SLIGO**

Mayo, Sligo and Leitrim  
Education and Training Board,  
Quay Street  
Sligo  
F91 XH96

**Tel:** +353 (0)71 91 94800 **Fax:** +353 (0)71 91 44121 **Email:** infosligo@msletb.ie

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### **LIATROMA**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma,  
Ardán Sheoirse Naofa,  
Cora Droma Rúisc  
Co. Liatroma  
N41 W2X7

### **LEITRIM**

Mayo, Sligo and Leitrim  
Education and Training Board,  
St. George's Terrace  
Carrick-on-Shannon  
Co. Leitrim  
N41 W2X7

**Tel:** +353 (0)71 96 20024 **Fax:** +353 (0)71 96 21362 **Email:** infoleitrim@msletb.ie

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### **WEBSITE**

<http://mayosligoleitrim.etb.ie/>

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## Glossary

<b>BTEI</b>	Back to Education Initiative
<b>C&amp;AG</b>	Comptroller and Auditor General
<b>CE</b>	Chief Executive
<b>CPD</b>	Continuous Professional Development
<b>CTC</b>	Community Training Centre
<b>DES</b>	Department of Education and Science
<b>DSP</b>	Department of Social Protection
<b>ESOL</b>	English for Speakers of Other Languages
<b>FET</b>	Further Education and Training
<b>ICT</b>	Information and Communications Technology
<b>LCDC</b>	Local Community Development Committee
<b>LTI</b>	Local Training Initiative
<b>MEP</b>	Music Education Partnership
<b>MSLETB</b>	Mayo, Sligo and Leitrim Education and Training Board
<b>NCGE</b>	National Centre for Guidance in Education
<b>NFQ</b>	National Framework of Qualifications
<b>NQSF</b>	National Quality Standards Framework for the Youth Work Sector
<b>PLC</b>	Post Leaving Certificate
<b>QQI</b>	Quality and Qualifications Ireland
<b>SCP</b>	School Completion Programme
<b>SEN</b>	Special Education Needs
<b>SFW</b>	Skills For Work
<b>SSRP</b>	Sligo Sport and Recreation Partnership
<b>STB</b>	Services To Business
<b>TY</b>	Transition Year
<b>VEC</b>	Vocational Education Committee
<b>VTOS</b>	Vocational Training Opportunities Scheme

## Appendix 1: Mayo, Sligo and Leitrim ETB Schools, Centres and Committees

SCHOOLS	DETAILS
<b>Mayo</b>	
Coláiste Pobail Acla	Polranny, Achill Sound, Co. Mayo, F28 CP49 <a href="http://colaistepobailacla.ie/">http://colaistepobailacla.ie/</a>
Davitt College and Castlebar College of Further Education	Springfield, Castlebar, Co. Mayo, F23 VY15 <a href="http://www.davittcollege.com">www.davittcollege.com</a> /Newtown, Castlebar, Co. Mayo, F23 EW84 <a href="https://ccfe.ie/">https://ccfe.ie/</a>
Moyne College	Ballina, Co. Mayo, F26 W884 <a href="http://www.moynecollege.ie">www.moynecollege.ie</a>
Coláiste Chomain	Rosspport, Co. Mayo, F26 YR99 <a href="http://www.gcr.ie">www.gcr.ie</a>
St. Brendan's College	Belmullet, Co. Mayo, F26 C782 <a href="http://www.stbrendanscollege.com">www.stbrendanscollege.com</a>
St. Joseph's Community College	Lowpark, Charlestown, Co. Mayo, F12 WE19 <a href="http://www.sjcc.ie">www.sjcc.ie</a>
St. Patrick's College	Lacken Cross, Killala, Co. Mayo, F26 NW52 <a href="http://www.lackencross.ie">www.lackencross.ie</a>
St. Tiernan's College	Crossmolina, Co. Mayo, F26 WK25 <a href="http://mayosligoleitrim.etb.ie/school/st-tiernans-college/">mayosligoleitrim.etb.ie/school/st-tiernans-college/</a>
Westport College of Further Education	Westport, Co. Mayo, F28 TP82 <a href="http://www.westportcfe.ie">www.westportcfe.ie</a>
<b>Sligo</b>	
Ballinode Community College and Sligo College of Further Education	Clarion Road, Sligo, F91 DY66 <a href="http://www.ballinodecollege.com">www.ballinodecollege.com</a> / <a href="http://www.sligocfe.ie">www.sligocfe.ie</a>
Coláiste Iascaigh	Easkey, Co. Sligo, F26 EC56 <a href="http://www.colaisteiascaigh.ie">www.colaisteiascaigh.ie</a>
Coola Post Primary School	Riverstown, Co. Sligo, F52 XE71 <a href="http://www.coola.ie">www.coola.ie</a>
Corran College	Ballymote, Co. Sligo, F56 DP86 <a href="http://www.corrancollege.com">www.corrancollege.com</a>
Grange Post Primary School	Grange, Co. Sligo, F91 F722 <a href="http://grangepps.ie">grangepps.ie</a>
North Connaught College	Tubbercurry, Co. Sligo, F91 X883 <a href="http://northconnaughtcollege.net">northconnaughtcollege.net</a>
<b>Leitrim</b>	
Carrigallen Vocational School	Carrigallen, Co. Leitrim, H12 TD72 <a href="http://mayosligoleitrim.etb.ie/school/carrigallen-vocational-school">mayosligoleitrim.etb.ie/school/carrigallen-vocational-school</a>
Drumshanbo Vocational School	Drumshanbo, Co. Leitrim, N41 D623 <a href="http://www.dvs.ie">www.dvs.ie</a>
Lough Allen College	Drumkeerin, Co. Leitrim, N41 XT98 <a href="http://www.loughallencollege.ie">www.loughallencollege.ie</a>
Mohill Community College	Mohill, Co. Leitrim, N41 YT72 <a href="http://mohillcommunitycollege.ie">mohillcommunitycollege.ie</a>

FURTHER EDUCATION AND TRAINING CENTRES	DETAILS
<b>Mayo:</b>	
Ballina Training Centre	Carrowcushlaun West, Ballina, F26 P278
Claremorris Part-time Further Education Centre	Chapel Lane, Claremorris, Co. Mayo, F12 F5W7
Achill Further Education Centre	Achill Outdoor Education Centre, Achill, Co. Mayo, F28 H7F2
VTOS Swinford	Swinford, Co. Mayo, F12 DC93
VTOS / Youthreach Ballina	Cathedral Road, Ballina, Co. Mayo, F26 FEF4
VTOS / Youthreach Ballinrobe / Ballinrobe Further Education Centre	Ballinrobe, Co. Mayo, F31 FK54
Youthreach Kiltimagh	Kiltimagh, Co. Mayo, F12 CK33
Belumllet Further Education Centre	Belmullet, Co. Mayo, F26 D8H2
Ballina Further Education Centre	Ballina, Co. Mayo, F26 E264
Ballyhaunis Further Education Centre	Ballyhaunis, Co. Mayo, F35 A064
Castlebar Further Education and Training Centre	Castlebar (Kingsbridge), F23 FW70
<b>Sligo:</b>	
Adult Education Centre, Sligo	Castle Street, Sligo, F91 DK33
Ballinode College / Sligo College of Further Education	Clarion Village, Ballinode, Sligo
Sligo Training Centre	Ballytivnan, Sligo, F91 N284
Youthreach Sligo	Cleveragh Industrial Estate, Sligo, F91 FY68
<b>Leitrim:</b>	
PLC - Mayflower, Drumshanbo	Drumshanbo, Co. Leitrim, N41 Y8P6
Adult Education - Bee Park Centre, Manorhamilton	Manorhamilton, Co. Leitrim, F91 HCD9
Adult Education - Presentation House, Carrick-on-Shannon	Carrick-on-Shannon, Co. Leitrim, N41 A2H5
Marion College	Mohill, Co. Leitrim, N41 CY58



## MAYO, SLIGO AND LEITRIM ETB COMMITTEES

Audit Committee

Finance Committee

Further Education and Training Committee

Youth Work Committee

Youthreach Advisory Committee

Achill Outdoor Education and Training Centre Advisory Committee

MSLETB also has representatives on the Institutes of Technology Committees  
at IT Sligo, Galway-Mayo IT and Letterkenny IT

## Appendix 2: Financial Information

### Mayo Sligo & Leitrim Education and Training Board

#### Operating Statement For The Year Ended 31st December 2016

	<b>2016</b>
	<b>€</b>
<b>RECEIPTS</b>	
Schools & Head Office Grants	38,076,736
Primary School Grants	0
Further Education and Training Grants	30,228,597
Student Support Services Grants	2,000
Youth Services Grants	264,376
Agencies & Self-Financing Projects	5,048,404
Capital Grants	1,535,028
	<u>75,155,141</u>
<b>PAYMENTS</b>	
Schools & Head Office	37,794,907
Primary School Grants	0
Further Education and Training	30,493,292
Student Support Services	98,905
Youth Services	283,214
Agencies & Self-Financing Projects	5,326,961
Capital	2,040,507
	<u>76,037,786</u>
<b>Cash Surplus / ( Deficit) For Period</b>	(882,645)
<b>Movement in Other Net Current Assets</b>	<u>940,969</u>
<b>Accrual Revenue Surplus/(Deficit) For Year</b>	58,324
<b>Revenue Surplus / (Deficit) at 01/01/2016</b>	(195,152)
<b>Revenue Surplus / (Deficit) at 31/12/2016</b>	<u>(136,828)</u>

- **Chief Executive's Pay**

In accordance with pay scales approved by the Department of Education and Skills the Chief Executive (CE) of MSLETB was paid €115,756 in the year ended 31<sup>st</sup> December 2016. Employer's PRSI of €2,503 was also paid. The CE had no foreign travel during the period.

- **Board Members' Expenses**

Expenses are paid to Board members for travel to Board-related meetings. The aggregate expenses paid to each member in the year ended the 31st December 2016 were:						
Board member	Statutory Meetings	Interview Boards	Attendance at Conferences / Seminars	Other	Total	No. Board Meetings Attended
	€	€	€	€	€	
Thérèse Ruane	471	-	-	-	<b>471</b>	5
Teresa McGuire	719	918	668	325	<b>2,630</b>	5
Christy Hyland	1,468	6,578	438	-	<b>8,484</b>	6
Tom Connolly	884	-	520	129	<b>1,533</b>	6
Paul Ainsworth	143	-	-	-	<b>143</b>	3
John Caulfield	586	-	-	-	<b>586</b>	5
Donna Sheridan	715	-	824	-	<b>1,539</b>	7
Margaret Gormley	982	641	-	81	<b>1,704</b>	7
Seamus Kilgannon	1,160	347	-	168	<b>1,675</b>	6
Joseph Queenan	914	-	599	-	<b>1,513</b>	7
Mary Bohan	998	8,145	4,536	393	<b>14,072</b>	6
Evelyn Cafferty	456	-	-	-	<b>456</b>	3
Paddy O'Rourke	1,181	-	347	-	<b>1,528</b>	7
Enda Stenson	685	-	-	-	<b>685</b>	5
Sinead Dore	428	-	-	-	<b>428</b>	5
Enda Cawley	874	-	-	-	<b>874</b>	6
Susan Finan	370	-	-	-	<b>370</b>	4
Malachy Molloy	613	1,426	-	-	<b>2,039</b>	6
Kieran O'Dowd	273	-	-	-	<b>273</b>	4
John Gardiner	589	-	-	-	<b>589</b>	6
Annie May Reape	283	-	333	-	<b>616</b>	4
<b>Total</b>	<b>14,792</b>	<b>18,055</b>	<b>8,265</b>	<b>1,096</b>	<b>42,208</b>	

This statement was adopted by Mayo, Sligo, and Leitrim Education and Training Board at its Board meeting on 26<sup>th</sup> June 2018.