

SERVICE PLAN

2019



etb

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

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Forewords

INTRODUCTION FROM THE CHAIRPERSON OF MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

It is with great pleasure that I introduce the Mayo, Sligo and Leitrim Education and Training Board (MSLETB) Service Plan 2019.

This Service Plan is developed to enable MSLETB to grow and develop its educational and training provision whilst reflecting the needs of our learners and our stakeholders. MSLETB is committed to delivering high quality education and training services to our communities.

I wish to commend the work carried out on this Service Plan and would like to thank my fellow members of the Mayo, Sligo and Leitrim Education and Training Board, all the staff of MSLETB and the many stakeholders who have contributed to the development of this plan. The continued dedication and commitment by all will ensure that MSLETB will continue to meet the challenge of providing high quality, inclusive, responsive and innovative education and training services for our community.

Mr Seamus Kilgannon, Chairperson

WELCOME MESSAGE FROM THE CHIEF EXECUTIVE OF MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING BOARD

I am delighted to be publishing the MSLETB Service Plan for 2019. This Service Plan is an important part of our compliance and statutory obligations with regard to delivering the services for MSLETB for this year. MSLETB is committed to delivering the objectives outlined in this plan in line with our Statement of Strategy and delivering a wide range of services to our learners and community.

I wish to acknowledge the fine work being carried out by our staff across all our administrative offices, schools and centres in MSLETB. I would like to thank those who have compiled this plan and I would like to acknowledge the work of our Board and all our stakeholders in helping to deliver the services of MSLETB. I know that the continued commitment of all our staff will allow us to deliver this plan and I look forward to working with all those involved for the year ahead.

I also wish to acknowledge the support of DES and SOLAS and all other funding stakeholders and thank them for their ongoing support.

Tom Grady, Chief Executive (Acting)

Mayo, Sligo and Leitrim Education and Training Board

Statutory Basis

Education and Training Boards (ETBs) are statutory authorities which have responsibility for education and training, youth work and a range of other statutory functions. ETBs manage and operate second-level schools, further education colleges, multi-faith community national schools and a range of adult and further education centres delivering education and training programmes.

The general functions of ETBs are set out in the Education and Training Boards Act, 2013. ETBs were established in 1st July 2013, with 16 new ETBs replacing the previous 33 Vocational Education Committees (VECs). Co. Mayo VEC, Co. Sligo VEC and Co. Leitrim VEC merged at that point to form Mayo, Sligo and Leitrim Education and training Board (MSLETB). Training Centres in Sligo and Ballina, previously operated under FÁS and then SOLAS, were subsequently incorporated into the new entity of MSLETB.

Geographical Structure

There are a total of sixteen ETBs throughout the country, as shown in Figure 1 below.



Figure 1: Education and Training Boards (ETBs) in Ireland

MSLETB has the largest geographic area of all of the new ETBs, covering an overall area of 9,014 km². It stretches from the Drowes River near Bundoran to the Erris peninsula in the west, down to Killary harbour and across to the Shannon at Carrick-on-Shannon. MSLETB serves a population of 228,086 (CSO 2016) people and its head office is located in Castlebar, with offices in Sligo and Carrick-on-Shannon, as can be seen in Figure 2 below.



Figure 2: MSLETB operational area

Schools

ETBs nationally manage one third of all second level schools in the country – education for over 100,000 students. They operate inclusive enrolment policies and also cater for a significant number of students with special needs. MSLETB operates 19 schools throughout the three counties.

Further Education and Training

ETBs provide further education and training to over 200,000 adults annually. Services are delivered through a variety of programmes to meet a diverse range of needs through programmes such as literacy and numeracy, skills training and apprenticeships.

Youth Work

ETBs have a statutory function to support the provision, coordination, administration and assessment of youth work services, in partnership with the Department of Children and Youth Affairs. MSLETB supports around 7,000 young people through its work in this area.

Other Supports

ETBs also co-operate with other agencies, groups, colleges and community groups to deliver a variety of programmes catering to the diverse needs of client groups in local communities, including. This includes, for example, Music Generation and School Completion Programmes.

Organisational Structure

The Board of MSLETB is responsible and accountable for the proper direction and control of the organisation, as set out in the primary Act, other relevant legislation and the Code of Practice for the Governance of Education and Training Boards. The Chief Executive is the accounting officer for MSLETB and is supported by a Senior Management Team consisting of three appointed Directors. The organisational structure of MSLETB is shown in Figure 3 below.



Figure 3: Organisational Structure of MSLETB

Strategy Statement

Under Section 27 of the Education and Training Boards Act 2013, MSLETB is required to prepare and submit a Strategy Statement to the Board for a five-year period. Through the development of the Strategy Statement, MSLETB is committed to working with partners and stakeholders over a five-year period to improve the delivery of education and training services for young people and adults in Mayo, Sligo and Leitrim.

Key to the goals set out in this Service Plan is that the quality of learning experiences for all learners will continuously improve. MSLETB will progress towards maturing as a living, learning organisation which will lead and respond effectively to ever-changing emerging needs locally, nationally and internationally. The Strategy Statement sets out goals and strategies in five key areas as follows:

Objective 1	Excellent teaching, learning and training
Objective 2	Positive experience for all in an equal and inclusive environment
Objective 3	Strong corporate governance and compliance
Objective 4	Promote a positive and healthy organisational culture
Objective 5	Promote the standing of MSLETB as an integral part of the community

These goals and strategies are underpinned by the following organisational values and behaviours:

VALUES	BEHAVIOURS
Proactive	<ol style="list-style-type: none"> 1. We will look to be solution focused, flexible and open to new ideas 2. We will endeavour to respond to everybody who contacts the ETB. 3. We will use relevant data and we will endeavour to make our service responsive in meeting the needs of our people.
Professional	<ol style="list-style-type: none"> 1. We will treat everyone with respect and in a professional manner in accordance with our governance principles. 2. We will promote a positive image both inside and outside of the organisation. 3. We will encourage and engage in continuous professional development. 4. We will reflect on our work and revise our work practices.
Quality	<ol style="list-style-type: none"> 1. We will strive for excellence in all that we do. 2. We will actively seek and recognise new standards and ways to improve our service. 3. We will evaluate the suitability of our systems, structures and programmes to identify and implement opportunities for improvement.
Collaboration	<ol style="list-style-type: none"> 1. We will empower all those in MSLETB to work in a collaborative manner to maximise the value of the service we provide to our learners. 2. We trust all those in MSLETB to act with integrity and behave ethically. 3. We will seek out opportunities to enhance communication with our learners and colleagues.

The Strategy Statement will inform the overall operation, policies and quality assurance of MSLETB's services.

Overview of Services Provided

The services provided by MSLETB include post-primary education, Further Education and Training (FET) and youth work, in addition to other community-based education programmes and services. All services are delivered at a local level. A summary of services provided is shown below:

MSLETB SERVICES	Post-primary Schools	Post Leaving Certificate Colleges and courses
- Adult basic education - Family Learning Programmes	- English for Speakers of Other Languages (ESOL) - Intensive Tuition in Adult Basic Education (ITABE)	Evening Classes
Back To Education Initiative (BTEI)	Community Education	Adult Education Guidance and Information Service
Youthreach	Vocational Training Opportunities Scheme (VTOS)	Achill Outdoor Education Centre
Skills For Work	Music Generation	Youth Work
School Completion Programme	Day courses Traineeships Specific Skills Training Apprenticeships Services to Business	Community Training Centres Specialist Training Programmes Local Training Initiatives (LTIs) eCollege Skills Certification Schemes

Target Clients



MSLETB's target clients are:

- Students and / or their parents / guardians
- Adult learners
- Communities throughout the region
- Young people and youth workers in youth services, projects and volunteer-led youth groups

Statement of Services – Schools and Colleges

MSLETB manage and operate 19 second-level schools and colleges across the three counties. Second-level education aims to provide a holistic, quality learning environment which prepares individual students for higher/ further education or immediate entry into the workplace. Second level education consists of a three-year Junior Cycle followed by a two or three-year Senior Cycle depending on whether the optional Transition Year is taken. Students usually begin the Junior Cycle at age 12. A state examination, the Junior Certificate, is taken after 3 years.

The main objective of the Junior Cycle is for students to complete a broad and balanced curriculum, and to develop the knowledge and skills that will enable them to proceed to Senior Cycle education.

The Senior Cycle caters for students in the 15-18 year age group. Immediately following the Junior Cycle, students have the option of undertaking Transition Year. Transition Year provides an opportunity for students to experience a wide range of educational inputs, including work experience, over the course of a year that is free from formal examinations. During the final two years of the Senior Cycle, students take one of three programmes, each leading to a state examination – the traditional Leaving Certificate, or the Leaving Certificate Applied programme (LCA).

MSLETB's schools and colleges form an essential part of life and living throughout their local communities. They are inclusive and enable young people to meet their full potential in society. They empower students, teachers and parents to achieve educational progress in a positive and encouraging atmosphere.

A full range of subjects, including languages, the humanities, arts, technologies and science is offered at both Junior and Senior Cycle. Students are encouraged to take part in all aspects of school life, including extra-curricular activities like drama, music, debating and sport.

In order to ensure the highest quality of teaching and learning and the best possible educational experience for its students, support will be offered by MSLETB to all schools in areas such as Continuing Professional Development, literacy and numeracy, Special Education, Technology Enhanced Learning and English as an Additional Language. In addition, support will be provided to school management and staff in areas such as leadership development and support programmes. Also, support will also be offered in the areas of policy-making and governance through ongoing work and training with Boards of Management and school management.

Enrolment numbers for MSLETB schools and colleges for the 2018-2019 academic year are as below:

SECOND LEVEL ENROLMENTS		
SCHOOL	LOCATION	2018-2019
MAYO		
Davitt College	Castlebar, Co Mayo	681
Moyne College	Ballina, Co Mayo	182
St. Brendan's College	Belmullet, Co Mayo	386
St. Tiernan's College	Crossmolina, Co Mayo	223
St. Patrick's College	Lacken Cross, Co Mayo	165
Coláiste Pobail Acla	Achill, Co Mayo	232
Gaelcholaiste Chomain	Rossport, Co Mayo	53
St. Joseph's College	Charlestown, Co Mayo	148
SLIGO		
Corran College	Ballymote, Co Sligo	85
Coola Post Primary	Riverstown, Co Sligo	498
Colaiste lascaigh	Easkey, Co Sligo	139
Grange Post Primary	Grange, Co Sligo	195
Ballinode Community College	Ballinode, Co Sligo	165
LEITRIM		
Lough Allen College	Drumkeerin, Co Leitrim	162
Drumshanbo Vocational School	Drumshanbo, Co Leitrim	261
Carrigallen Vocational School	Carrigallen, Co Leitrim	328
Mohill Community College	Mohill, Co Leitrim	363
TOTAL SECOND LEVEL STUDENTS		4,266

Post Leaving Certificate

Post Leaving Certificate (PLC) courses take place in schools and colleges throughout Mayo, Sligo and Leitrim. The courses are full-time and last for generally for one year, with some offering an additional qualification in a second year. They offer a mixture of practical work, academic work and work experience. Post Leaving Certificate courses offered by MSLETB are generally certified by QQI at Levels 5 and 6, with other qualifications such as ITEC, CIBTAC and CIDESCO available at some locations.

Enrolment numbers of PLC students in MSLETB schools and colleges for the 2018-2019 academic year are as below:

COLLEGE	LOCATION	2018-2019
Castlebar College of Further Education	Castlebar, Co Mayo	223
Moyne College PLC	Ballina, Co Mayo	34
Westport College of Further Education	Westport, Co Mayo	219
St Tiernan's College PLC	Crossmolina, Co Mayo	12
Gaelcholaiste Chomain PLC	Rosspport, Co Mayo	0
Sligo College of Further Education	Sligo, Co Sligo	484
North Connaught College	Tubbercurry, Co Sligo	105
Lough Allen College PLC	Drumkeerin, Co Leitrim	24
Drumshanbo VS PLC	Drumshanbo, Co Leitrim	29
TOTAL PLC STUDENTS		1,130

School Completion Programmes

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 programme 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.

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 area.

Services were provided in 2018 to students in the following schools in Mayo:

School	No. of beneficiaries
Davitt College, Castlebar	54
Scoil Mhuire agus Pádraig, Swinford	42
Coláiste Pobail Acla, Achill	36
Moyne College, Ballina	46
St. Tiernan's College, Crossmolina	19
St. Brendan's College, Belmullet	29
Ghaelcholáiste Chomáin, Rossport	13
Scoil Íosa, Ballina	109
Scoil Phádraig, Ballina	11
Gaelscoil na gCeithre Maol, Ballina	10

Statement of Services – Further Education and Training

The SOLAS *Further Education and Training Strategy 2014-2019* (FET Strategy) reflects the principles articulated in the Government's *Action Plan For Jobs, Pathways to Work 2016-2020* and broader education policy. The FET Strategy addresses the unique challenges faced in the sector and promotes targeted skills programmes to support job seekers to re-skill and up-skill in areas where suitable employment opportunities are emerging. In doing so, FET is developing and expanding to deliver higher quality, flexible, and progressive programmes of education and training.

MSLETB specifically supports the principles of the FET Strategy in all planning and provision. It does this by continuing to align skills development and training with the enterprise needs of the region and by continuing to contribute to the primary objective of the Action Plan for Jobs in increasing employment in the region by 10-15% in the period up to 2020 (*Action Plan for Jobs: West Region 2015-2017*). MSLETB will continue to maintain its leadership in FET provision in the region, across all sectors from basic education to specific skills and work-based training. As the provider of choice, MSLETB will be at the heart of relevant and innovative partnerships with industry driving the development and delivery of quality programmes of education and training. This will be achieved whilst maintaining a community focus where the vulnerable and those on the margins of society are included. This will be the marker of the success of FET in the region.

The Action Plan for Education sets out the development of apprenticeships and traineeships as a key objective. MSLETB has significant facilities, infrastructure, skill, and competence for the delivery of apprenticeship programmes and it will continue to deliver Craft Apprenticeships in line with increased demand. Apprenticeships in Electrical, Carpentry and Joinery, Metal Fabrication and Motor Mechanics will also continue.

Traineeships offer flexible, responsive, occupational skills development training programmes, tailored to the identified needs of a specific industry sector or sub-sector and lead to nationally recognised qualifications.

MSLETB is leading out in the following apprenticeships:

- Carpentry Joinery
- Electrical
- Electrical Instrumentation
- Vehicle Body Repair
- Toolmaking
- Commis Chef
- Butchery
- Electrical
- MAMF

MSLETB's Community Education Service (CES) Plan will focus on engaging hard to reach learners in community settings to identify their learning needs, engage them in a short term and part-time programme and aid their progression into other accredited FET options. The CES provides grants and tuition hours to local community and voluntary groups. The main target groups across the region include people who are long term unemployed, early school leavers, people with a disability, disadvantaged men and women, Travellers, older people, migrants and refugees / asylum seekers.

Throughout the coming year, MSLETB will:

- continue its work as an active member of the Regional Skills Forum
- maintain regular meetings with DSP throughout the region facilitating the identification of the training needs of the unemployed
- continue its employer engagement programme to ensure it meets the employment needs in the region
- roll-out the first new apprenticeship in the ETB sector in Butchery and Sales
- continue its work developing new apprenticeships in partnership with industry
- continue to formulate various other Further Education and Training initiatives

Scope of Provision

MSLETB provides a broad range of FET programmes, all of which are designed to meet the training requirements of individuals, both employed and unemployed, and the business and economic needs of employers in the region.

Programmes include the following:

- Post Leaving Certificate
- 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 Centres
- Local Training Initiatives
- Skills For Work (SFW)
- Evening Courses and Self-Financing Night Classes
- Adult Education Guidance and Information Service
- Services to Business
- Co-operation with other institutions

MSLETB Training Centres and Training Provision

MSLETB Training Centres based in Sligo and Ballina will provide training directly and indirectly to individuals across a range of programme types.

This includes the following programme types and target numbers:

Programme type	2019 target numbers
Traineeships	242
Specific Skills Training	566
Apprenticeships	779
Community Training Centres	100
Specialist Training Programmes	252
Local Training Initiatives (LTIs)	224

Back To Education Initiative

The Back to Education Initiative (BTEI) under MSLETB provide part-time further education programmes for adults (over 16 years of age). These programmes consisted of 191 different courses across the three counties. The aim 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:

- Subjects at Junior or Leaving Certificate Level
- QQI Major and Minor Awards at Level 3 and 4
- Progression onto 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.

Courses to be offered in 2019 include the following:

Programme Type	2019 target numbers
QQI ICT modules at Level 3,4 and 5	124
Health, Family and Social Studies including Childcare and Healthcare	1571
Other BTEI Programmes	1181
ESOL	775

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.”¹

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 reflect and develop their level and interests.

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

Within the Adult Literacy Service throughout the three counties, the following specific programmes will be provided in 2019:

Programme type	No. of participants	No. of courses / groups
General adult literacy, numeracy and ICT programmes, including Family Learning Programmes	1966	272
Intensive Tuition Adult Basic Education (ITABE)	89	17
English for Speakers of Other Languages (ESOL)	775	76
Refugee Re-Settlement Programme	33	5

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.

Community Education can transform individual lives and contributes to social cohesion. It provides opportunities for intergenerational learning, builds self-confidence and self-esteem and for 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 emphasized 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 prioritize learning communities and social networks.

Provision in 2019 is planned as follows:

Programme type	No. of participants	No. of courses / groups
Basic IT, Social and Personal Development, Health and Fitness, Community Arts, Community Development	4.298	437

FET Cooperation Hours

Under Co. Sligo VEC, there was an allocation made by the DES in terms of 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 planned for 2019:

Name of Co-Operation Agency	Allocation in Hours	Number of Learners
Sligo Community Training Centre	860	16
HSE, Ballytivnan Resource House, Sligo	557	13
Cheshire Homes, Sligo	100	1

In 2019 there is an allocation of 1,517 hours to deliver the above service / programmes.

Vocational Training and Opportunities Scheme (VTOS)

VTOS targets participants over 21 years of age, unemployed and have been getting certain social welfare payments for at least 6 months. In particular, it targets persons who are unemployed and / or early school-leavers. The VTOS scheme provides a wide 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. VTOS programmes usually run over a two-year period and operate on a full-time basis from September to the end of June. MSLETB operates nine VTOS centres and provision for 2019 is planned as follows:

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 St, Castlebar, Co. Mayo
Swinford VTOS	20+10 ²	Dublin Rd., Swinford, Co. Mayo
Sligo VTOS	40	MSLETB Building, Quay St., Sligo
Tubbercurry VTOS	20	North Connaught College, Tubbercurry, Co. Sligo
Drumshanbo VTOS	40+8 ³	Drumshanbo, Co. Leitrim

² There are 10 dispersed places in Mayo managed and included in Swinford VTOS.

³ There are 8 dispersed places in Leitrim managed and included in Drumshanbo VTOS.

Community Training Centres

Training for early school leavers is provided through Sligo Community Training Centre (CTC) in Cleveragh, Sligo and at an Outreach Centre in Carrick-on-Shannon. Courses offered include Catering, Hairdressing, Sports and Recreation and a variety of ICT courses. A high proportion of learners who complete programmes in the CTCs progress onto mainline courses in other areas of the ETB. The CTCs give those who left school early a second chance at education and provide 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. As mentioned previously, the centre is under the auspices of the MSLETB Training Centres and Training Provision.

In 2019, places will be provided for 100 learners in courses at the Community Training Centre.

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.

In 2019, it is estimated that 3,446 users will avail of these services.

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 2019, it is planned to offer evening courses or self-financing night classes to 1756.

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.

In 2019, programmes will be offered through Skills For Work as follows:

Programme type	No. of participants	No. of courses / groups
I.T., Language & Communications, Others	374	64

Skills For Advance – Employee Development Programme

A new policy framework Supporting Working Lives and Enterprise Growth in Ireland: 2018-2021 further education and training policy framework for skills development of people in employment was officially launched by Minister Richard Bruton on Tuesday September 11th 2018.

This new policy will enable targeted support for vulnerable groups in the Irish workforce, particularly those who have lower skill levels and who need more opportunities to advance in their working lives. The policy also supports small and medium-sized enterprises (SMEs) who need some assistance to invest in and develop their workforce.

The launch of the policy framework, which is being promoted as the Skills to Advance initiative, marks the start of an exciting new development in further education and training provision for MSLETB and an opportunity to develop stronger links with enterprise.

This initiative offers valuable skills development opportunities to those in lower skilled jobs, working in small and medium sized enterprise in vulnerable sectors.

Employees can access upskilling and reskilling opportunities by one of three routes:

Route 1: Delivered directly to employees

Helping grow and evolve skills to advance their work options.

Route 2: Through business engagement

Developed in consultation with individual small and medium sized businesses to address the particular needs of their workforce.

Route 3: As part of regional development

To help get ahead of vulnerabilities and strong emerging opportunities in regions and industries across Ireland.

In 2019, programmes will be offered through Skills For Work as follows:

Programme type	No. of participants	No. of courses / groups
Route 1 - Evening Courses	120*	14
Route 2 - Through business engagement	28*	4
Route 3 - Through business engagement	40*	10

Youth Work

MSLETB Youth Services will continue to fulfil its statutory youth work function to support the provision, coordination, administration and assessment of youth work services, in partnership with the Department of Children and Youth Affairs (DCYA).

In this respect, MSLETB will carry out the following specific actions:

- 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
- 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 above, MSLETB will also initiate and contribute to youth work and related activities through participation in a range of interagency committees and structures, such as the Children and Young People's Services Committee in each county.

A key feature of MSLETB's youth work activities in 2019 relates to the transfer of funding for local youth projects to MSLETB. This will significantly increase the role of MSLETB in relation to the administration and oversight of youth work projects in the region. In addition, work will continue to progress in relation to new projects under the DCYA's Targeted Youth Funding Scheme, particularly in relation to the new Ballyhaunis Youth Service project. Finally, work will take place with the DCYA in the compilation of an *Area Profile, Needs Assessment and Service Requirement*.

Youthreach

There are currently five Youthreach Centres under the aegis of MSLETB, with three in Mayo (Ballina, Ballinrobe and Kiltimagh), one in Sligo town and a new centre in Mohill, Co. Leitrim. 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 already 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 the hotel, catering and tourism sectors, engineering, construction and the agri-sector. Strong links have been built with local businesses, with some students progressing to employment locally.

Services to be provided to targeted numbers as follows in 2019:

Youthreach centre	No. of learners
Ballina, Co. Mayo	40
Ballinrobe, Co. Mayo	40
Kiltimagh, Co. Mayo	30
Sligo town	40
Mohill, Co. Leitrim	25

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 programmes operate in each of Mayo, Sligo and Leitrim.

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 (LMEP) which includes representatives from MSLERB, Mayo County Council Arts Offices, Local Community Development Committee and Mayo Education Centre.

Services offered in 2018 were as follows:

Programme Type	No. of beneficiaries
Music Access Programmes Ballina	38
2018 School's Workshops Programme	238
Erris Strings Programme	120
Beam – Music & Disability Programme	33
Céilí Ukulele – Primary School Programme	560
Harp Ensemble Programme	67
Regional Tuition Centre Programme	661
Soundworld's Early Years Music Programme	427
Brass & Reed Partnership Programme	58
The Core Ballina	64
Music Generation Mayo Lending Library (Instrument Banks)	413
OPD opportunities for music tutors	43

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.

Programmes in 2018 included the following:

Programme Type	No. of beneficiaries
Discovering Music Early Years Programme	179
Discovering Music Schools Programme	4135
Instrumental and vocal tuition	461
Go See (audience development programme)	1584
Con Tutti Inclusive Music Education Programme	247
Performances and special projects	318

Music Generation Leitrim

Music Generation Leitrim is managed and funded locally by MSLETB, Leitrim County Council and the local music sector.

Music Generation Leitrim delivers a number of music education programmes, including a school-based programme Vocalworks, Leitrim Youth Choir.

Programmes in 2019 will include the following:

Programme Type	No. of beneficiaries
Vocalworks primary school programme	912
Children's Choir	25
Ukes4Youth Peace project	62
Cruinniu na n-og singing workshop	33

Statement of Services – Organisation Support and Development

The Organisation Support and Development pillar in MSLETB is structured under three functional areas, as follows:

- Human Resources
- Corporate Services
- Finance

These functions are located in MSLETB's administrative offices in Castlebar, Sligo and Leitrim, provide a full range of services across the organisation. Within these departments, there is a range of expertise covering all aspects of administrative support. The team has acquired a significant level of corporate knowledge on the extent of the services provided, including the legislative and regulatory framework under which ETBs operate.

Some of the key factors which will have a bearing on the work of this pillar in 2019 include the following:

Shared Services

The development of a national shared services framework for ETBs covering the payroll and finance functions continues and it is expected that the payroll element will be in place in the first two ETBs by the second quarter of 2019. Workforce planning and reorganisation of internal operational areas will take place in 2019 to plan for this move to shared services. In relation to the payroll element, MSLETB is planning further changes to the payroll process in 2019 that will facilitate the move to shared services. These changes include moving all staff to the same payment frequency and the roll-out of an automated system for the submission of part-time pay claims. MSLETB will continue to engage with the Project Management Office (PMO) in relation to the progress of the shared service project and specifically to plan the timing of the implementation and how this will impact on the staffing requirement of MSLETB.

Governance

A new Code of Practice for the Governance of Education and Training Boards (DES Circular 002/2019) was issued in early 2019 and provides a comprehensive and extensive governance framework that will inform the ongoing work of the Board and staff of MSLETB. The committees that oversee the work of MSLETB are listed in Appendix One.

Capital programmes

At the time of writing, there are 17 schools building projects, including additional accommodation, emergency works, temporary accommodation, Sports Capital Funding and Summer Works Schemes. In addition, a programme of maintenance and refurbishment continues in 2019 in relation to FET buildings.

Way to Pay

A complete receipting management system for the schools. This reduces the amount of cash that a school may have to deal with directly in the office allowing parents to lodge directly to MSLETB bank accounts.

DCS Document Centric Solution

An online claims system that will alleviate paper claims and will rule out any risk of duplication in tandem with the VSWare system.

Financial Projections

Projected Expenditure			
	Year ended		Year ended
	31/12/2019		31/12/2018 *
	€		€
Post Primary Schools and Head Office	42,849,663		43,220,657
Further Education and Training	34,385,389		30,894,347
Student Support Services	-		32,178
Youth Services	399,000		811,132
Agencies and Self-Financing Projects	4,867,500		4,982,169
Capital	1,500,000		1,075,295
	84,001,552		81,015,778
* Expenditure is based on cash payments only			
2018 values are unaudited and estimates are used where final values are not available.			

Further Education & Training		
	Year ended	Year ended
Further Education and Training Payments	31/12/2019	31/12/2018 *
	€	€
Further Education		
VTOS	3,776,792	3,591,886
Youthreach	3,401,052	2,732,065
Adult Literacy, Community Education, ESOL, ITABE and DEIS Family Literacy	2,071,314	2,427,156
Back to Education Initiative	1,457,000	1,678,570
Adult Education Guidance Service	444,263	426,148
Youthreach Special Needs Initiative	-	91,323
Skills for Work	226,492	-
Skills to Advance	500,000	-
Arts Education	-	28,739
QQI Locally Devised Assessment	144,000	129,357
PLC Capitation	295,000	256,556
Guidance/Counselling/Psychological Services	-	29,814
QQI External Authenticators	-	-
Continuing Professional Development YR and VTOS	-	21,210
Quality Framework	-	11,582
Senior Traveller Centres	230,000	55,759
Innovation Fund	50,000	12,300
FE Premises Repairs and Maintenance	-	208,331
Refugee Programmes	174,000	-
Blackspot Provision & Supports	415,000	-
Learner Supports, Information, Curriculum Development, TEL & Promotion	194,779	-
	13,379,692	11,700,796
Training		
Specialist Training Providers (STP)	3,385,973	3,414,114
Local Training Initiatives	1,798,854	2,195,529
Bridging Foundation and Skills Training	2,201,038	3,345,493
Community Training Centres	1,931,115	1,631,966
Traineeships	2,711,196	1,477,054
Apprenticeship	4,654,794	3,396,119
Operating Costs	4,194,400	3,542,121
Evening Courses	118,327	191,155
Other	10,000	-
	21,005,697	19,193,551
Total	34,385,389	30,894,347
Student Support Services Payments		
Grants and Scholarships	-	32,178
	-	32,178
Youth Services Payments		
Youth Work Act	125,000	122,311
Youth Club Grant	64,000	62,487
Youth Work Capital	24,000	22,436
Youth Special Projects Disadvantaged Youth	30,000	29,520
Youth Employability Initiative	16,000	15,330
Youth Mental Health	-	400
Youth Club Equipment	-	420,735
Regional Drugs Task Force Awareness Programme	140,000	138,713
	399,000	811,132
* Expenditure is based on cash payments only		
2018 values are unaudited and estimates are used where final values are not available.		

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

SCHOOL	DETAILS
Mayo	
Coláiste Pobail Acla	Polranny, Achill Sound, Co. Mayo www.cpacla.ie
Davitt College and Castlebar College of Further Education	Springfield, Castlebar, Co. Mayo / Newtown, Castlebar, Co. Mayo
Moyne College	Ballina, Co. Mayo www.moynecollege.ie
Coláiste Chomain	Rosspport, Co. Mayo www.gcr.ie
St. Brendan's College	Belmullet, Co. Mayo www.stbrendanscollege.com
St. Joseph's Community College	Lowpark, Charlestown, Co. Mayo www.sjcc.ie
St. Patrick's College	Lacken Cross, Killala, Co. Mayo www.lackencross.ie
St. Tiernan's College	Crossmolina, Co. Mayo www.tiernanscollege.ie
Westport College of Further Education	Westport, Co. Mayo www.westportcfe.ie
Sligo	
Ballinode Community College and Sligo College of Further Education	Clarion Road, Sligo www.ballinodecollege.com / www.sligocfe.ie
Coláiste Iascaigh	Easkey, Co. Sligo colaisteiascaigh.scoilnet.ie
Coola Post Primary School	Riverstown, Via Boyle, Co. Sligo www.coola.ie
Corran College	Ballymote, Co. Sligo www.corrancollege.com
Grange Post Primary School	Grange, Co. Sligo www.grangepps.ie
North Connaught College	Tubbercurry, Co. Sligo www.northconnaughtcollege.net
Leitrim	
Carrigallen Vocational School	Carrigallen, Co. Leitrim www.carrigallenvs.com
Drumshanbo Vocational School	Drumshanbo, Co. Leitrim www.dvs.ie
Lough Allen College	Drumkeerin, Co. Leitrim www.loughallencollege.ie
Mohill Community College	Mohill, Co. Leitrim www.mohillcommunitycollege.ie

FURTHER EDUCATION AND TRAINING CENTRES	DETAILS
Mayo:	
Ballina Training Centre	Carrowcushlaun West, Ballina, F26 P278
Claremorris Part-time Further Education Centre	Chapel Ln., 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
Sligo:	
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 Ind. Est., Sligo, F91 FY68
Leitrim:	
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

MSLETB Board

Audit Committee

Finance Committee

Further Education and Training Committee

Youthreach Advisory Committee

Youth Work Committee

Achill Outdoor Education and Training Centre Advisory Committee

Schools Boards of Management

MSLETB also have representatives on the Institutes of Technology Committee
at IT Sligo, GMIT and IT Letterkenny

Contact Information

PRÍOMHOIFIG

MSLETB,
An Baile Nua,
Caisleán An Bharraigh,
Co. Mhaigh Eo
F23 DV78

HEAD OFFICE

MSLETB,
Newtown,
Castlebar,
Co. Mayo
F23 DV78

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

FO-OIFIG

MSLETB
Sráid Na Cé
Sligeach
F91 XH96

SUB-OFFICE

MSLETB
Quay Street
Sligo
F91 XH96

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

FO-OIFIG

MSLETB
Ardán Sheoirse Naofa,
Cora Droma Rúisc
Co. Liatroma
N41 W2X7

SUB-OFFICE

MSLETB
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
