



msletb

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

Annual Report 2024

OPPORTUNITIES FOR
LIFE AND LIVING

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Foreword

I am pleased to introduce the 2024 Annual Report for Mayo, Sligo and Leitrim Education and Training Board (MSLETB). This report highlights the extensive range of activities undertaken and services provided by our schools and centres throughout the year. The report further outlines the valuable work carried out by the Board and its committees, the various departments in MSLETB and the related financial and corporate governance work completed in 2024.

Members of the Board, together with the Executive Management Team and staff throughout the organisation, give their time and efforts to develop a successful education and training sector in this region and I am thankful for their continued support to our stakeholders. We are committed to delivering a learner-centred service and I am confident that MSLETB will respond to any challenges that may arise in 2025 in pursuit of the provision of a service that is high quality, inclusive, collaborative, proactive and professional to our learners and students across the region.

Joseph Queenan, Chairperson

Mayo, Sligo and Leitrim Education and Training Board (MSLETB) is pleased to bring to you the 2024 Annual Report. During 2024, MSLETB continued to grow and improve. I wish to acknowledge and thank everyone in the entire MSLETB community for their support throughout the year. The efforts and commitment of staff to MSLETB ensured that our services and programs thrived and developed during the year, bringing continued success to our learners and students throughout 2024.

This report provides the opportunity to reflect on all we have achieved in 2024 as we lead in the provision of education and training in the region through cooperation and collaboration with local industry and enterprise, communities and our many stakeholders.

Public awareness of MSLETB in the region has significantly developed during the year and our core values as an organisation of, Professionalism, Collaboration, Inclusivity and Quality continue to be central to our learner centred service provision.

I wish to acknowledge the support of all our funders, our Board and all our stakeholders and I look forward to 2025 and beyond and the continued development of MSLETB

Tom Grady, Chief Executive

1. The Board of Mayo, Sligo and Leitrim Education and Training Board

The Board of Mayo, Sligo and Leitrim Education and Training Board ('the Board') was established under the *Education and Training Boards Act, 2013* ('the 2013 Act') and is responsible and accountable for the proper direction and control of its functions in the Mayo, Sligo, and Leitrim local authority areas.

MSLETB complies with the *Code of Practice for Governance of Education and Training Boards, Department of Education and Skills Circular 0083/2024* ('the Code of Practice'). The purpose of the code is to ensure that the principles of good governance and management are applied by MSLETB.

1.1 Functions of the ETB Board:

Decisions taken by the Board are reserved functions and are set out in Section 12 (2) of the 2013 Act and in the Code of Practice. A full schedule of those functions is set out in Appendix A of the Code of Practice. Decisions not specified in the Code of Practice are deemed to be executive functions of the Chief Executive. The Board is satisfied that the Chief Executive delegates functions where appropriate and in accordance with the 2013 Act.

1.2 Responsibilities of the Board:

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board, and which enable it to ensure that the Financial Statements comply with Section 51 of the 2013 Act. The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Board considers that the Annual Financial Statements properly present the income and expenditure of the Board and the state of affairs of the Board.

In preparing those accounts, the Board is required to:

- (a) apply the standard accounting policies for the preparation of ETB financial statements
- (b) make judgements and estimates that are reasonable and prudent
- (c) disclose and explain any material departures from the standard accounting policies

During 2024 the Board approved the following documentation:

- Adoption of Strategy of Statement 2023 to 2027
- Adoption of the Annual Report,
- Financial Statements,
- Adoption of the Service Plan,
- Authorised attendance of members at conferences,
- Approved the acquisition, holding and disposal of land or interest in accordance with government regulations,
- Ensured accurate records were kept of meetings and decisions.

Board Meetings:

MSLETB met on nine occasions in 2024, in accordance with Section 4.3 of the Code of Practice 2019. A list of the Main Board together with the record of attendance of each Board Member is set out below:

Register of Attendance & Frequency of Meetings of the Main Board						
Committee Members Name	Nominating Body	Date of Meeting 20.02.24	Date of Meeting 26.03.24	Date of Meeting 21.05.24	Date of Meeting 17.06.24	Total No. of Meetings Attended 2024
Cllr. John Caulfield Chairperson	Mayo Co. Co.	X	X	X	X	4/4
Mr. Seamus Kilgannon Deputy Chairperson	Technical Higher Education Association	X	X	X	X	4/4
Cllr. Mary Bohan	Leitrim Co. Co.	X	X	X	X	4/4
Cllr Rosaleen O’Grady	Sligo Co. Co.		X	X	X	3/4
Cllr. Seán Carey	Mayo Co. Co.	X			X	2/4
Cllr. Tom Connolly	Mayo Co. Co					0/4
Cllr. Christy Hyland	Mayo Co. Co.	X	X	X		3/4
Cllr. Donna Sheridan	Mayo Co. Co.	X	X	X		3/4
Cllr. Richard Finn	Mayo Co. Co.		X		X	2/4
Cllr. Arthur Gibbons	Sligo Co. Co.	X		X		2/4
Cllr. Marie Casserly	Sligo Co. Co.					0/4
Cllr. Paddy O’Rourke	Leitrim Co. Co	X	X		X	3/4
Cllr. Enda Stenson	Leitrim Co. Co.	X	X	X	X	4/4
Ms. Nicole McGowan.	MSLETB Staff Rep.	X		X		2/4

Register of Attendance & Frequency of Meetings of the Main Board						
Committee Members Name	Nominating Body	Date of Meeting 20.02.24	Date of Meeting 26.03.24	Date of Meeting 21.05.24	Date of Meeting 17.06.24	Total No. of Meetings Attended 2024
Mr. Pat Coffey.	MSLETB Staff Rep.	X	X	X	X	4/4
Ms. Anne Marie McDaniel	National Parents' Association for ETB Schools.	X		X	X	3/4
Mr. John Moran	National Parents' Association for ETB Schools.	X			X	2/4
Dr. Jennifer Van Aswegen	Disability Federation of Ireland in conjunction with AHEAD	X	X			2/4
Mr. Pat Forde	Youth Work Ireland	X	X	X		3/4
Mr. Malachy Molloy.	Association of Community and Comprehensive Schools	X	X	X	X	4/4
Ms. Pamela Ní Thaidhg	Údarás ns Gaeltachta	X	X	X		3/4

The table below reflects the New Board which was constituted on the 27th August, 2024 in accordance with Section 4.3 of the Code of Practice 2019, and the record of attendance of each Board Member is set out below:

Register of Attendance & Frequency of Meetings of the Main Board							
Committee Members Name	Nominating Body	Date of Meeting 27.08.24 (1)	Date of Meeting 27.08.24 (2)	Date of Meeting 24.09.24	Date of Meeting 12.11.24	Date of Meeting 10.12.24	Total No. of Meetings Attended 2024
Cllr. Joseph Queenan, Chairperson	Sligo Co. Co.	X	X	X		X	4/5
Cllr. Mary Bohan, Deputy Chairperson	Leitrim Co. Co.	X	X	X	X	X	5/5
Cllr. Richard Finn	Mayo Co. Co.	X	X	X	X	X	5/5
Cllr. Gerry Murray	Mayo Co. Co.	X	X	X		X	4/5
Cllr. Gerry Coyle	Mayo Co. Co.	X	X	X	X	X	5/5
Cllr. Donna Sheridan	Mayo Co. Co.	X	X	X	X	X	5/5
Cllr. John Caulfield	Mayo Co. Co.	X	X	X			3/5
Cllr. Sean Carey	Mayo Co. Co.	X	X	X	X	X	5/5
Cllr. Paddy O'Rourke	Leitrim Co. Co.	X	X	X	X	X	5/5
Cllr. James Gilmartin	Leitrim Co. Co.	X	X	X	X		4/5
Cllr. Dara Mulvey	Sligo Co. Co.	X	X		X	X	4/5
Cllr. Edel McSharry	Sligo Co. Co.	X	X			X	3/5
Ms. Sabina McLoughlin	Staff Representative	X	X	X		X	4/5

Register of Attendance & Frequency of Meetings of the Main Board							
Committee Members Name	Nominating Body	Date of Meeting 27.08.24 (1)	Date of Meeting 27.08.24 (2)	Date of Meeting 24.09.24	Date of Meeting 12.11.24	Date of Meeting 10.12.24	Total No. of Meetings Attended 2024
Mr. Aidan Brogan	Staff Representative	X	X	X	X	X	5/5
Ms. Angela O'Brien	Parents Rep			X	X	X	3/5
Mr. Shane Goldsberry	Parents Rep			X	X		2/5
Mr. Pat Forde	Youth Work Ireland				X	X	2/5
Mr. Seamus Kilgannon	Society of Irish Motor Industry			X	X	X	3/5
Mr. Malachy Molloy	Association of Community and Comprehensive schools			X	X	X	3/5
Ms. Collette Brawn	Irish Hotel Federation			X	X	X	3/5
Ms. Pamela Ni Thaidhig	Údarás na Gaeltachta			X	X	X	3/5

The Finance Committee

In accordance with Section 4.11 of the Code of Practice 2019, the Finance Committee met on four occasions in 2024. The list of the Finance Committee, together with the record of attendance of each Board Member, is set out below:

Register of Attendance & Frequency of Meetings of the Finance Committee					
Committee Members Name	Internal or External Member	Date of Meeting DATE 13/02/2024	Date of Meeting DATE 21/03/2024	Date of Meeting DATE 02/05/2024	Total No. of Meetings Attended in 2024
Cllr. Paddy O'Rourke (Chairperson)	Internal	X	X	X	3/3
Sean Duffy	External	X	X	X	3/3
Cllr. Mary Bohan	Internal	X	X	X	3/3
Cllr. Tom Connolly	Internal				0/3
Mr. John O'Malley	External	X	X	X	3/3

The table below reflects the New Board, which was constituted on the 24th September 2024, in accordance with Section 4.11 of the Code of Practice 2019, and the record of attendance of each Board Member is set out below:

Register of Attendance & Frequency of Meetings of the Finance Committee			
Committee Members Name	Internal or External Member	Date of Meeting DATE 05/12/2024	Total No. of Meetings Attended in 2024
Cllr. Paddy O'Rourke (Chairperson)	Internal	X	1/1
Sean Duffy	External	X	1/1
Cllr. Mary Bohan	Internal	X	1/1
Cllr. Gerry Murray	Internal		0/1
Dr. John O'Malley	External	X	1/1
Cllr. Edel McSharry	Internal		0/1

The Audit & Risk Committee

In accordance with Section 7.18 of the Code of Practice 2019, the Audit & Risk Committee met on four occasions during 2024. The list of the Audit & Risk Committee, together with the record of attendance of each Board Member, is set out below:

Register of Attendance & Frequency of Meetings of the Audit & Risk Committee				
Committee Members Name	Internal or External Member	Date of Meeting DATE 19/03/2024	Date of Meeting DATE 07/05/2024	Total No. of Meetings Attended in 2024
Mr. Des Mahon (Chairperson)	External	X	X	2/2
Mr. Pearce O'Malley	External	X	X	2/2
Mr. Lauri Quinn	External	X	X	2/2
Mr. Seamus Kilgannon	Internal	X	X	2/2
Cllr. Christy Hyland	Internal		X	1/2
Mr. Malachy Molloy	Internal	X	X	1/2

The table below reflects the New Board, which was constituted on the 24th September 2024, in accordance with Section 7.18 of the Code of Practice 2019, and the record of attendance of each Board Member is set out below:

Register of Attendance & Frequency of Meetings of the Audit & Risk Committee				
Committee Members Name	Internal or External Member	Date of Meeting DATE 19/11/2024	Date of Meeting DATE 03/12/2024	Total No. of Meetings Attended in 2024
Mr. Des Mahon (Chairperson)	External	X	X	2/2
Mr. Lauri Quinn	External		X	1/2
Ms. Kathy O'Neill	External	X	X	2/2
Mr. Seamus Kilgannon	Internal	X	X	2/2
Ms. Collette Brawn	Internal	X	X	2/2
Ms. Pamela Ni Thaidgh	Internal	X	X	2/2

2. Risk Management:

The Board maintains active oversight of risk management and confirms that it has carried out an assessment of the principal risks, associated mitigation measures and reviewed the effectiveness of these measures in 2024. The Board manages risk for the organisation through a structured risk management programme. The Board is assisted in its risk management

function by the Audit and Risk Committee. The Board also relies on the Internal Audit Unit (IAU) and its reports, on the Office of the Comptroller and Auditor General's (C&AG) annual Audit and any external Audit such as a European Social Fund ('ESF') Audit and/or Revenue Audit. In addition, there is a review of Internal Controls performed on an annual basis.

Risk Management is a standing item at all Board meetings and consideration includes:

- Risk reports from senior management including the Chief Risk Officer (CRO)
- Reports of the Audit and Risk Committee
- Changes in risk ratings
- Audit Register

Details of the principal risks and associated mitigation measures or strategies have been included in the Statement of Internal Controls ('SIC') as part of the audited financial statements which will be published within one month of receipt from the C&AG and as an appendix to the Chairperson's Comprehensive Report.

2.1 System of Internal Control (SIC):

The Board confirms that there has been a review of the effectiveness of the SIC and that the SIC, which is subject to change until the external audit is completed, has been included in the Annual Financial Statements for the year ended the 31st of December 2024 which will be published within one month of receipt from the C&AG and as an appendix to the Chairperson's Comprehensive Report that has been submitted to the Minister.

2.2 Procurement Policy and Procedures:

The Board confirms that the organization is adhering to the relevant aspects of the Public Spending Code and to the relevant procurement policy and the development and implementation of the Corporate Procurement Plan.

2.3 Taxation:

The Board confirms that the ETB has complied with its obligations under tax law.

2.4 Financial Statements 2024:

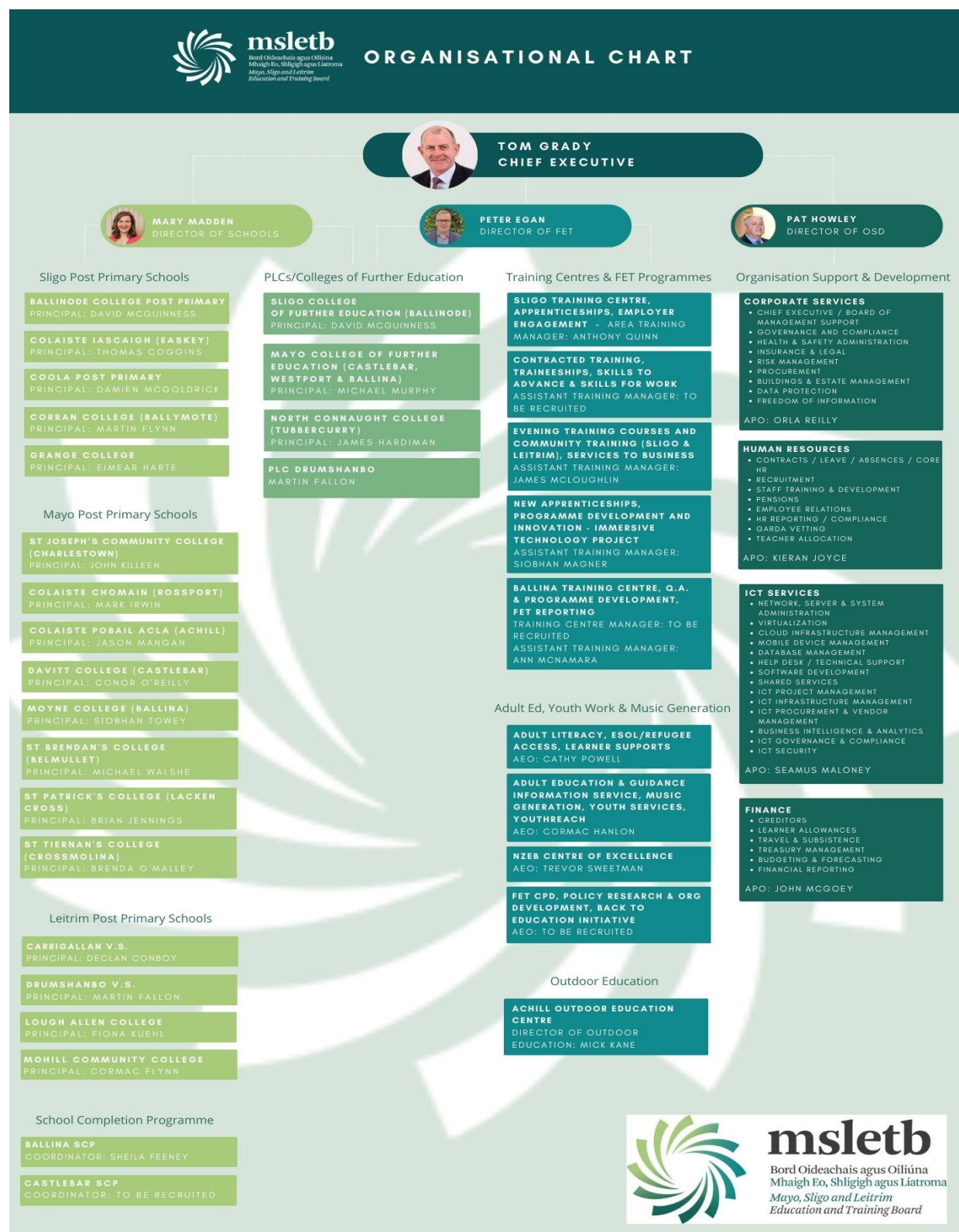
The Annual Financial Statement for the year ended on 31st December 2024 is subject to audit by the C&AG at the time of publication of the Annual Report 2024. MSLETB will publish the audited financial statements as soon as practicable after they have been signed off by the C&AG.

Financial data in relation to the following are included in the Annual Financial Statement:

- Details of non-salary related fees paid in respect of Board Members analysed by category of fees.
- Aggregate details of compensation of key management analysed by the following categories including management compensation in total.

- Salaries and short-term employee benefits
 - Post-employment benefits
 - Termination benefits.
-
- Key management compensation if any
 - Details of the number of employees whose total employee benefits (excluding employer pension cost) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 and €60,000 upwards and an overall figure for total employer pension contributions.

3. Organisational Structure



4. Statement of Services

The Organisation Support & Development (OSD) Directorate served as the cornerstone of operational excellence and strategic progress throughout 2024, delivering comprehensive support across all functional areas of MSLETB. Our work this year has strengthened financial governance, enhanced service delivery, and implemented innovative solutions to meet the evolving needs of our organisation and the communities we serve.

In financial operations, we maintained rigorous oversight while achieving significant modernisation milestones. The timely submission of the 2024 Financial Statements to the Office of the C&AG by April 1, 2025 demonstrated our commitment to transparency and meeting our statutory responsibilities. Our successful transition of Travel and Subsistence processes to Shared Services in January, followed by the implementation of the DEPM Reporting Tool in November, showcased effective collaboration with internal teams and external partners. These initiatives have significantly strengthened our financial management framework as we prepare for the sector-wide transition to Finance Shared Services.

Governance and compliance remained central to our work, with the successful re-constitution of the MSLETB Board for the 2024-2029 term and full adherence to statutory requirements under the Education and Training Board Act 2013. We achieved all Official Languages Act targets, processed numerous data protection requests, and advanced our Public Sector Equality and Human Rights Duty implementation. Our procurement team delivered significant contracts while publishing the Multi-Annual Procurement Plan, and we managed an extensive portfolio of capital projects including school accommodations and FET centre upgrades.

Our building projects team delivered modular accommodations for several schools and progressed permanent builds through various design stages. Energy efficiency initiatives included deep retrofits and solar PV installations, with 16 schools approved for solar panel installations in 2025. The FET sector saw important developments, particularly in advancing plans for the Mayo FET College of the Future and upgrading training centres in Leitrim and Sligo.

MSLETB remains committed to providing a safe and healthy environment for all staff, learners, and visitors across its campuses and centres. In 2024, the organisation continued to strengthen its health and safety practices through ongoing risk assessments, training, and compliance monitoring in line with legislative requirements and best practice standards.

Key initiatives included the rollout of updated Health and Safety Statements, enhanced monitoring procedures, and increased awareness of emergency readiness. Collaboration with management and staff ensured proactive identification and mitigation of potential hazards.

Looking ahead, MSLETB will continue to invest in training, improve safety infrastructure, and promote a culture of continuous improvement in health and safety across all operations.

Human resources services reached new heights in 2024, processing over 2,180 applications through 400+ recruitment competitions using innovative remote interviewing techniques. We completed 1,600 vetting applications, managed 31 retirements, and implemented modern workplace policies including Flexi-Time and remote working options. The Adult Educator Conversion project progressed significantly, while targeted training programmes enhanced staff capabilities across multiple disciplines.

Technological advancement was a hallmark of 2024, with major security upgrades including ISMS implementation and DMARC protocols protecting our systems. We transitioned over 6,000 devices to Windows 11, modernised network infrastructure, and achieved substantial cost savings through VoIP migration. The development of our ICT Strategy 2024-2027 positioned MSLETB for continued digital transformation, while website consolidation improved our online presence.

Finally, OSD oversaw a multitude of building projects, ranging from additional accommodation to emergency works and infrastructure upgrades across various schools and FET centres. By coordinating these projects and ensuring compliance with regulatory standards, OSD contributed significantly to enhancing the learning environment and infrastructure for students and staff alike.

Throughout 2024, OSD's integrated approach to service delivery has strengthened MSLETB's operational foundations while preparing the organisation for future challenges and opportunities. Our achievements in financial management, governance, human resources, technology, and infrastructure have created tangible benefits for staff and students alike. As we move forward, we remain focused on continuous improvement, innovation, and excellence in all aspects of our work, ensuring MSLETB can fulfil its vital educational mission with ever-increasing effectiveness. The dedication and expertise of our teams across all departments have been instrumental in this year's successes, and we look forward to building on this strong foundation in the years to come.

4.1 Organisation Support and Development

The functions within each Department are as follows:

Finance:	1. Creditors 2. Learner Allowances 3. Travel & Subsistence 4. Treasury Management 5. Budgeting & Forecasting 6. Financial Reporting
Corporate Services:	1. Chief Executive / Board of Management Support 2. Governance and Compliance 3. Health and Safety Administration 4. Insurance and Legal 5. Risk Management 6. Procurement 7. Buildings and Estate Management 8. Data Protection and Freedom of Information. 9. Climate Action and sustainability
Human Resources:	1. Contracts / Leave / Absences / Core HR (October 2021) 2. Recruitment 3. Staff Training and Development 4. Pensions 5. Employee Relations 6. HR Reporting / Compliance 7. Garda Vetting 8. Teacher Allocation
IT Support	1. Network, Server and System Administration 2. Virtualization 3. Cloud Infrastructure Management 4. Mobile device Management 5. Database Management 6. Help Desk/technical Support 7. Software Development 8. Shared Services 9. ICT Project Management 10. ICT Infrastructure Management 11. ICT Procurement and Vendor Management 12. Business Intelligence and analytics 13. ICT governance and Compliance 14. ICT Security

Some of the key projects carried out in each of the departments are outlined below.

4.2 Finance

In addition to the normal day-to-day activities carried out in the finance department, work is ongoing on the following key projects:

4.2.1 Annual Financial Statements

The MSLETB 2024 Financial Statements were submitted to the Office of the C&AG before 1st April 2025.

4.2.2 Shared Services

The development of a national shared services framework for ETBs covering the payroll and finance functions continues.

4.2.3 Shared Services Projects

The following projects were successfully delivered in 2024 – transition to Shared Services Travel and Subsistence in January 2024 for all T&S claimants and the DEPM Reporting Tool to the Executive Management Team and senior Finance colleagues in November 2024. Both of these projects were led and successfully managed by a Project Transition Lead from the MSLETB Finance Team who collaborated with colleagues from the Education Shared Business Service Unit, Core Financials and consultants Ernst Young ('EY') and Grant Thornton (GT) as required in addition to various colleagues across MSLETB to deliver these projects successfully and on-time.

4.2.4 Finance Shared Services

During 2022 the Shared Services Unit and the sector commenced planning and process design work to provide a single technology platform for ETB Finance in the coming years which aims to standardise, centralise and optimise ETB Financial and Accounting processes through a Shared Services model with continuous improvement thereafter. This aims to establish a single governance structure to reduce the risk in delivering Finance & Accounting processes and to provide quality financial and management accounting reports for regulatory compliance, business analytics and management decision making. Five Education and Training Boards have transitioned to Finance Shared Services by the end of 2024. MSLETB had expressed a preference to transition in mid-2025 but this has now been deferred to a date, possibly later in 2025, but as yet unconfirmed.

4.3 Corporate Services

In 2024, the Corporate Services Department experienced a dynamic and productive year, making strong progress across all its functions. Within MSLETB, the Corporate Services team plays a key role in supporting the Chief Executive and the MSLETB Board, while also overseeing a wide range of essential areas including Governance and Compliance, Procurement, Capital Projects, Building Works and Estate Management, Health and Safety Administration, Insurance and Motor Fleet operations, as well as Data Protection and Freedom of Information management

4.3.1 Chief Executive and Board Support, and Governance

2024 saw the re-constitution of MSLETB Board for the 2024-2029 term. Corporate Services facilitated all necessary meetings, procedures and elections to ensure the new board was populated in line with the Education and Training Board Act, 2013 as well as the Code of Practice for the Governance of the Education and Training Boards. The exiting Board (2019-2024) met four times in 2024, and the new fully populated Board met three times in 2024.

In November 2024 an updated Code of Practice for the Governance of Education and Training Boards (ETBs) 2024 was published by the Department of Education under Circular 0083/2024. The new Code provides for, amongst other things, an enhanced governance management with an emphasis on the Oversight Agreement between the Department of Education and ETBs. It also gives further clarity on the distinction between reserved functions, which are performed by the Board, and executive functions, performed by the Chief Executive and Executive.

Corporate Services administered MSLETB's legislative requirements as outlined under the Code, which include departmental reports and returns, the 2024 Service Plan, the 2023 Annual Report, and the Charities Act Annual Return.

The department is responsible for the administration of the Risk Management Policy, it facilitated the collation of the Risk Registers from the three Directorates and arranged for them to be presented to the Audit & Risk Committee. Corporate Services welcomed and facilitated the organisation's audits, dealing with enquiries from Internal Audit Unit and Controller and Auditor General.

4.3.2 Official Languages Act

In 2024, MSLETB collated information to support our obligation under section 10A of the Official Languages Amendment Act 2021. Under this section, at least 20% of all advertising must be in the Irish Language and 5% of MSLETBs advertising budget shall be in the Irish language media. The first return of this information was completed in Q1 2024 in line with our statutory obligations.

4.3.3 Public Sector Duty

The Public Sector Equality and Human Rights Duty ('the Duty') is a statutory obligation on all public bodies to have regard for the need to eliminate discrimination, promote equality, and protect human rights for service users, policy beneficiaries, and employees, across all function areas of their organisation.

MSLETB's internal working group on the Duty carried out extensive work on the Implementation Plan in 2024, revisiting our Values and the Implementation Plan, as well as looking at a sample number of policies and procedures that could be improved and updated to promote equality, diversity, inclusion and gender balance. This work will continue into 2025 and beyond as we seek to improve practices and policy around the Duty. Appendix 1 sets out gender balance on Board membership.

4.3.4 Data Protection and Freedom of information

The Data Protection and Freedom of Information office processed, administered and resolved a significant volume of Data Subject Access Requests, Data Breaches, Data Protection Impact Assessments and Freedom of Information requests. Several Data Processing Agreements and Data Sharing Agreements were completed during 2024.

The Data Protection Officer visited our Administration Offices, Schools and Centres, and provided support and guidance to staff in relation to General Data Protection Regulation ('GDPR') compliance, whilst also identifying and addressing potential data protection risks. The Data Protection Office managed a considerable number of general data protection queries during 2024 and hosted a number of online drop-in training sessions for staff.

4.3.5 Procurement

In 2024 Procurement had a busy year implementing and supporting both locally and centrally procured goods and services across all locations. This included the completion of the rollout of a central contract management system (TCM), provision of goods such as Trailers, Bus, Network Equipment, Catering Equipment, School Equipment, Projectors, Interactive Panels, Branding Consultancy Services, Irish Language Training for Professionals, new Electricity Supplier, and a new mobile provider. There were a number of larger funding provisions introduced in 2024 which were required to assist leaders in the correct implementation such as the introduction of the Junior Cycle Book Scheme.

In 2024 Procurement reported zero non-compliance for the Statement of Internal Control reporting in March 2024 (on 2023 spend) for the 1st time in a number of years. This was through the implementation of procured solutions as well as the application of Article 5.2 and an increase in national threshold, something which was collectively encouraged by the ETB sector and the sector's Procurement Forum in particular.

2024 also saw the participation of MSLETB in the tendering of a number of central arrangements endeavouring to have "our voice" heard, and to have solutions put in place which would work in the ETBs, Cleaning, Health and Safety, Non Residential Trades, School Books, and Mock Exams.

In 2024 proactive supplier relationship and contract management continued to be an important part of the work of the Procurement Office in the form of regular reviews and encouraging staff to report and evidence poor service. This is important to continue to reduce or identify areas for improvement and that MSLETB expects a high-quality service from all suppliers.

IT systems continue to strengthen, and Procurement supports this growth by the procurement of the required services and systems. In 2024 ICT Onsite Technician services were procured, along with IT devices, including innovative virtual technology, Email Security, Virus Guard, Interactive Panels, Special Education Technology, and Projectors.

In 2024, Procurement continued to communicate with staff in the form of drop-in sessions, email communications, and via the messaging facility on P2P. The continued development and use of catalogues for new contracts, such as the Book Supplier and Mock Exams in 2024 provided control over pricing and ease of access to lists for users.

The Contracts Register continues to be managed by the Procurement unit and published in various forms for both staff and the public on the MSLETB (public) website and SCORE (staff) websites. To enable strategic planning for future national procurement solutions in the

sector, MSLETB completed and submitted the Multi Annual Procurement Plan (MAPP) for 2024 in accordance with our updated Corporate Procurement Plan.

4.3.6 Capital Projects, Building Works and Estate Management, Buildings and Capital Unit

The Buildings Unit procures, manages, and completes the administration of all building projects across the organisation. 2024 was an extremely busy year, with a significant volume of School and Further Education & Training projects being administered through the Unit.

School Accommodation Major & Minor Capital Work Projects

A broad range of major capital works projects and minor works projects are progressing across all seventeen MSLETB post primary schools.

An additional school modular accommodation and Special Educational Needs (SEN) reconfiguration project for Davitt College was delivered in June 2024 under the Department of Education's SEN reconfiguration and Modular Accommodation Programme.

An Additional School Accommodation (ASA) modular accommodation project for Carrigallen Vocational School was delivered in August 2024.

A temporary SEN accommodation project was delivered at St. Joseph's in September 2024 with the refurbishment of an existing modular accommodation.

An ASA permanent build project for Ballinode College commenced on site in October 2024 with the expected delivery in 2025.

ASA permanent build projects for Grange Post Primary, Moyne College, St Tiernan's College, Coláiste Pobail Acla, and St Brendan's College have received Stage Approvals and are progressing through Stage 2, the developed design stage process.

ASA permanent build projects for Mohill Community College, St Joseph's Community College, Coláiste Iascaigh, Carrigallen Vocational School, Coola Post Primary, Lough Allen College, Drumshanbo Vocational School and Corran College are progressing through the Stage 1 Outline Design Stage with some Stage 1 Reports submitted to the Department for their review.

ASA modular accommodation projects for Coláiste Iascaigh and Coláiste Chomáin, Rosport have been approved and will be delivered under the Department of Education's SEN reconfiguration and Modular Accommodation Programme.

Applications for additional temporary accommodation have been submitted for Grange Post Primary School, Coláiste Iascaigh, St. Joseph's Community College and Corran College to meet the increased enrolments and enrolments with special educational needs.

A deep energy retrofit energy project was delivered at Carrigallen Vocational School in 2024 under the Department of Education Pathfinder Programme.

The Department of Education launched the second phase of the Schools Photovoltaic programme at the end of 2024, 16 MSLETB schools have been approved for 6 kWp of roof-mounted solar PV which will be delivered in 2025.

Summer Works Scheme projects were completed in Coláiste Iascaigh and St. Patrick's College. Emergency Works projects were completed in Davitt College, Coláiste Iascaigh, Mohill Community School, Coola Post Primary, Coláiste Pobail Acla, St Patrick's College, Grange Post Primary, Moyne College, and Carrigallen Vocational School.

Numerous applications for Emergency Works Scheme Grants have been submitted for St. Brendan's, Coláiste Pobail Acla, Grange Post Primary, Corran College and St Joseph's Community College.

Further Education & Training (FET) Accommodation Capital & Minor Works Projects

A Strategic Assessment Report for the Mayo FET College of the Future was submitted to SOLAS/ Department of Further and Higher Education, Research, Innovation and Science ('DFHERIS') in 2022. This submission served as the first stage in the application process to the FET College of the Future Major Projects Fund. SOLAS and DFHERIS assessed our Strategic Assessment Report ('SAR') proposal for a Mayo FET College of the Future in Castlebar and MSLETB submitted an initial Preliminary Business Case for the Mayo FET College of the Future on the 12th of January 2024 to SOLAS/DFHERIS, in accordance with the requirements of the Infrastructure Guidelines. Following feedback and further guidance from Solas/DFHERIS, MSLETB commenced the preparation of the Site Acquisition Proposal and the second iteration of the Preliminary Business Case in 2024.

Two Strategic Infrastructure Upgrade Fund projects were approved by SOLAS/DFHERIS for Leitrim Further Education and Training Centre, Mohill Campus and Sligo Further Education and Training Centre, Quay Street Building, Sligo. The Mohill Campus project comprises of the redevelopment of the Old Vocational School in Mohill, and the Sligo project includes the refurbishment of the existing Quay Street building.

Under SOLAS' Capital Works Grant Scheme 2022, MSLETB received the approval to complete refurbishment works to provide a NZEB Training Centre of Excellence and 2nr Electrical Training Workshops at Collooney, Co Sligo.

Minor building works and emergency works projects are underway across the FET Building Stock, include Achill Outdoor Education and Training Centre, Sligo and Ballina Training Centres, Kiltimagh FET Centre and Ballina FET Centre.

Estate Management Roles & Responsibilities

In terms of estate management, work continues in establishing, managing, and renewing Leases and Licence Agreements. The Buildings Unit keeps the Property Register updated and submits regular updates to the Department on MSLETBs estate.

Delivery of capital works projects to non-ETB Schools

MSLETB is also tasked with the delivery of works and capital projects for schools outside of its remit. MSLETB is currently overseeing the delivery of new school accommodation projects for Gaelscoil Chluainin, Manorhamilton, and Holy Trinity National School, Westport, Mayo. MSLETB are managing the full delivery of these projects.

4.3.7 Health & Safety Administration

In 2024 the Health and Safety Office carried out extensive visits to all workplace premises to encourage and promote a positive culture of Health and Safety with all staff and management.

The focus of these visits was on safety documentation, safety training and our physical premises. Each visit was followed up with an internal health and safety report, with

appropriate guidance to support management to help ensure compliance with all statutory legislation.

Safety training continued to be rolled out this year along with a gap analysis to determine where the focus should be for 2025 in relation to targeted safety training. Statutory bodies, namely the Health and Safety Authority and the Roads Safety Authority, increased their inspections into our workplaces in 2024. Their reports continue to be acted on and the organisation takes the appropriate remedial actions, as required, in each case.

4.3.8 Insurance and Motor Fleet

Corporate Services continued to provide advice and support to all staff throughout the ETB in respect of insurance requirements and any legal issues arising. In terms of Fleet Management all vehicles are monitored centrally to help the organisation ensure continued compliance.

4.3.9 Climate Action and Sustainability

Ireland's Public Sector Climate Action Mandate, approved by Government in 2022, directs public bodies to lead by example in achieving the nation's climate goals, aiming for a 51% reduction in greenhouse gas emissions by 2030 and climate neutrality by 2050. This mandate encompasses various sectors, including building infrastructure, transport, procurement, and waste management. MSLETB have implemented several initiatives to support progress toward our Climate Action Mandate goals.

Governance and Leadership: MSLETB's 2024 Climate Action Roadmap outlines our strategies to meet emissions and energy efficiency targets across the organisation. The Roadmaps is structured around the following themes: Our People, Our Targets, Our Way of Working, and Our Buildings and Vehicles. Staff training and upskilling continues across the organisation. Our Energy Officer undertook training in MAP and works closely with our nominated SEAI PRM in progressing energy efficient solutions. Our Procurement unit received sectoral training on Green Project and continues to develop new ways of embedding green conditions into our tender competitions.

Gap to Target: MSLETB's Climate Action Gap to Target for 2030 includes a suite of proposed improvements in both electrical and thermal for us to reach our 51% carbon reduction. In 2024 there was a slight increase in our Green House Gas (GHG) omission due to increases in floor area in modular and new builds, and fuel consumption. We continue to review and develop ways of reducing our GHG. For example, all new builds are A rated, and we are in the process of preparing works packages to review energy efficient solutions in heating systems, fabric upgrades, meterage etc. Both the Department of Education and Department of Higher and Education Research, Innovation and Science are taking a proactive approach in helping ETB's reach our targets with the introduction of the Green Devolved Grant for FET and the re - introduction of the Climate Action Summer Works Scheme for Schools in 2025.

4.4 Human Resources

The Human Resources ('HR') Department provides a full range of services for staff of MSLETB and to support Managers in Colleges / Centres. Services also include, but are not limited to the following:

- Recruitment (Management, Teaching, Instruction, Special Needs Assistant, Administrative, Maintenance and other posts) for all posts within the organisation.
- Management of contracts for all categories of staff, terms and conditions of appointment, roll-out and implementation of national agreements etc.
- Retirement and superannuation calculations for all employees, provision of estimates, processing of ill-health retirement applications, administration of pension scheme requirements.
- Teacher Allocation for the scheme.
- Employee relations matters including maintaining productive working relationships with the main trade unions in the sector, advising and supporting managers and employees in dealing with workplace relations issues.

2024 saw a high level of activity in the HR Department, which included the following:

4.4.1 Recruitment

In 2024 there was significant recruitment across the three pillars of Schools, FET and OSD. MSLETB held over 400 recruitment competitions in 2024, in total over 2,180 job applications were processed by the HR Department. The HR Department has been successful in delivering all recruitment remotely using the Microsoft Teams platform.

4.4.2 Back to Education Initiative ('BTEI')

The BTEI conversion project is now coming to a close, and work continued on Phase III of this project in 2024. This project arose following a national agreement reached between the Department of Education and the Teachers Union of Ireland (TUI), which enables the conversion of tutors in the BTEI programme in all ETBs nationally, in accordance with set criteria.

4.4.3 Garda Vetting

HR processed over 1,600 Garda Vetting applications in 2024. This includes vetting disclosures received from the Teaching Council. The Vetting Team also continued with the re-vetting project for current staff.

4.4.4 Pension

MSLETB are now fully compliant with its statutory minimum disclosure obligation following the issue of all Single Public Service Pension Scheme Annual Benefit Statements to members in June 2024.

There were 31 retirements in 2024, which involved calculating individual pensions and lump sum payments. A significant number of requests also were received for pension estimates, as well as a marked increase in Pre-2013 Scheme members requests for transfers of their service to their current employer. HR Staff attended pension training.

4.4.5 ESBS Core/HR Project

Under the Department of Education (DE) Shared Services Plan for 2017 – 2020, Education Shared Business Services (ESBS) was set up to implement the establishment of an operational Payroll Shared Services for the delivery of Payroll and Travel and Subsistence for all sixteen ETBs.

Flexi – Time which includes time and attendance for administrative Grades III to VII was reintroduced in September 2024.

The option for staff to apply for remote working up to a maximum of 3 days per week was launched in 2024.

4.4.6 Adult Educator Conversion

The HR Department are managing this conversion.

ETB's employ adult education tutors to deliver some Adult, Community and Further Education and Training programmes. The grade of Adult Educator was formally established with a standardised pay scale which was aligned with the Youthreach Resource Person Scale.

4.4.6 Training & Development

HR will continue to support staff in ongoing professional development to enable staff to serve current and future organisational needs. We will continue to provide HR specialist training for HR staff, to help deliver a more effective and efficient support service for the organisation.

Under the Public Sector Duty Legislation (Human Rights & Equality), the HR Department was part of the internal working group chaired by an External Expert regarding the development of action plans for this duty. MSLETB identified four values as part of the work to implement the duty: Inclusion, Respect, Social Justice, and Empowerment.

- Staff attended a Cybersecurity Training.
- Training took place for Managers and Staff on the administration of Flexi Time and Remote Working Processes.
- The Pensions Team had the opportunity to attend online Single Pension Scheme Webinar.
- There was an Information Seminar on Public Bodies and the Official Languages Act.

4.5 ICT Support

The MSLETB ICT Department has made significant strides over the past year in advancing security, modernizing infrastructure, and aligning technology initiatives with strategic goals. Below is a summary of key achievements and ongoing projects that underscore our commitment to innovation, resilience, and operational excellence.

4.5.1 Security Enhancements

- **Information Security Management System (ISMS) Implementation**

The implementation of an ISMS continues to progress, marking a critical step in fortifying MSLETB's security posture. This security framework enables systematic identification, assessment, and mitigation of information security risks, ensuring compliance with industry standards and safeguarding the confidentiality, integrity, and availability of data. Standardized controls and procedures are being deployed to strengthen resilience against evolving cyber threats.

- **Application Patch Management**

A centralised patch management system has been adopted, streamlining updates for third-party applications across all devices. This ensures vulnerabilities are promptly addressed, reducing exposure to exploits and enhancing system stability.

- **Privileged Identity Management (PIM)**

A Privileged Identity Management solution has been introduced to enforce strict controls over administrative access. This minimizes insider threat risks and ensures compliance with the principle of least privilege.

- **Domain-based Message Authentication, Reporting, and Conformance (DMARC) Implementation**

DMARC protocols have been deployed to combat email spoofing and phishing attacks, improving email domain integrity and trust.

- **Internal Penetration Testing**

An internal penetration test has been conducted in partnership with HEAnet, identifying vulnerabilities within the corporate network. All hardening recommendations have been implemented, and further testing has been scheduled.

- **Self-Service Password Reset (SSPR) & MFA for FET Students**

SSPR and multi-factor authentication (MFA) has been enabled for all FET students at Mayo and Sligo College of FET, significantly enhancing account security. This project simplifies password recovery for students while aligning with modern authentication standards.

- **Cyber Security Training**

The ICT Department has conducted comprehensive, bespoke cybersecurity training for all staff, fostering a culture of vigilance and compliance.

4.5.2 Infrastructure Modernisation

- **Windows 11 Upgrade Initiative**

Over 6,000 Windows 10 devices have been upgraded to Windows 11, ensuring compliance with Microsoft's October 2025 end-of-support deadline. This transition delivers enhanced security features, improved performance, and a modernized user experience.

- **GN Network Switch Replacements**

Critical GN network switch replacements have been completed. This ensures higher reliability, faster connectivity, and support for future scalability across MSLETB HQs and Training Centres.

- **Manser/ESI System Migration to Shared Services**

The legacy Manser/ESI financial system has been successfully migrated to the cloud via Shared Services, eliminating the need for on-premises hosting. This reduces local data storage costs and paves the way for server retirement.

- **File Server Migration to SharePoint**

All file servers in MSLETB have been migrated to SharePoint, reducing energy and backup costs while improving accessibility and security through cloud architecture.

- **Network Infrastructure Projects**

19 network infrastructure projects were completed in 2024. These upgrades deliver significant improvements to network services at these sites, ensuring greater accessibility to cloud resources while increasing network reliability and security.

- **Microsoft Teams Phone System Deployment**

14 sites have received the new solution, advancing MSLETB's cloud-first digital strategy. This integration leverages the scalability and flexibility of cloud solutions, enhances communication, supports digital transformation initiatives, and enables MSLETB to adapt quickly to changing needs

4.5.3 Strategic Initiatives

- **ICT Strategy 2024–2027**

The ICT Department has finalized its 2024–2027 Strategy, outlining a roadmap to support students and staff through technology-driven educational success. Key focus areas include cloud adoption, cybersecurity resilience, and infrastructure modernisation.

- **Website Consolidation**

Progress continues on consolidating all MSLETB websites under a single hosting and development supplier. This initiative will reduce costs, improve design consistency, and streamline content management.

- **Migration of Physical Phone Lines to New Provider**

A project has been completed to migrate all physical phone lines to a new provider. Under this contract, the cost of these lines will be reduced by over 30%. The long-term goal is to remove all physical copper lines from all sites and transition completely to Voice over IP (VoIP), representing significant savings for MSLETB.

Looking Ahead

The ICT Department remains committed to delivering secure, innovative, and cost-effective solutions. Priorities for the coming year include full ISMS rollout, addressing penetration test recommendations, completing Windows 11 upgrades, and expanding VoIP adoption. By aligning technology with MSLETB's mission, we aim to empower our educational community and sustain operational excellence in a dynamic digital landscape.

5. Financial Summary

MSLETB is funded primarily by the Department of Education for the delivery of second level teaching and by the Department of Further and Higher Education, Research, Innovation and

Science through SOLAS the Further Education and Training Authority in the delivery of further education and training programmes.

In 2024, funding for other projects was provided by other Government Departments and Agencies including:

Department of Social Protection,
Department of Children, Equality, Disability, Integration and Youth,
Department of Health.

Funds are also raised through charges for services such as tuition fees, room rental and activities at local level.

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.

6. 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 the 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 collaborates closely with the Local Community Development Committees, Local Partnership Committees, Sligo Leader Partnership, Leitrim Integrated Development Company, Mayo North-East Leader Partnership Company, South-West Mayo Development Company, South Mayo Research Foundation, FIT (FastTrack into Information Technology) and Local Enterprise Centres.

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

MSLETB values and continues to develop links with industry across the region to ensure that the provision of Further Education and Training 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.

7. MSLETB Schools

In 2024, 5,216 learners in MSLETB post primary schools, participated in six national certificate programmes, which include the Junior Certificate Programme, Junior Certificate Schools Programme, Transition Year Programme, Leaving Certificate Programme, Leaving Certificate Vocational Programme, and Leaving Certificate Applied Programme. MSLETB schools are committed to delivering a quality, inclusive, and holistic education that empowers every student to achieve their full potential.

7.1. Road Safety Authority (RSA), ‘Road Safety Matters’ programme for Transition Years

MSLETB piloted the RSA’s ‘Road Safety Matters’ programme for Transition Year students. This programme is an educational road safety toolkit, designed to support teachers and transition year students. It helps students develop the knowledge, skills, values and dispositions to become safe road users. The resource is designed in a concise, easy to follow and an engaging format. It includes a range of activities which encourage students to apply the theory to road safety and understand the choices available to them. All MSLETB schools engaged in this programme. There was a National launch by Minister Foley on September 12th.

7.2 Schoolbooks Scheme for Junior Cycle

All schools introduced the Schoolbooks Grant Scheme for Junior Cycle which was launched by Minister Foley in 2024.

7.3 Special Schools Additional Co-operation Hours

In 2024 MSLETB engaged with Special schools in the deployment of additional post primary teaching posts to special schools through the cooperation hours process. The additional post-primary teaching posts facilitated special schools to deliver a greater range of national curriculum subjects at junior and senior cycle, providing access to programmes that are age and stage appropriate, and that build on individual strengths and promote progression and transition.

7.4 Boards of Managements-BOM

New Boards of Management were ratified by MSLETB in September 2024. Some training was provided in 2024 and will continue in 2025.

7.5 REALT Ukrainian Response

Initially, REALT focused on supporting Beneficiaries of Temporary Protection following the outbreak of the war in Ukraine. However, its role has now expanded to include families seeking International Protection in Ireland due to safety concerns in their home countries.

REALT assists these families in securing places in schools, at both primary and post-primary level and helps organise school transport when required. REALT collaborates with all local

schools, irrespective of their management affiliation, to ensure that every child can begin attending school as soon as they arrive.

In December 2024 there were 17,397 Ukrainian pupils enrolled in schools across Ireland. 10,459 of these pupils had been accommodated in primary schools while 6,924 pupils had enrolled in post-primary schools indicating an enrolment rate of 92% among Ukrainian children aged 5-18 who have come to Ireland.

The school community in the MSLETB REALT area deserves recognition for having the second-highest number of Ukrainian students, with 1,086 enrolled in primary schools and 687 in post-primary schools by the end of 2024.

Additionally, there were 5,938 International Protection students registered in schools across Ireland at the end of December 2024, with schools in the MSLETB area accommodating 715 of these students.

7.6 Implementation of the ETBI Patrons' Framework on Ethos

The ETBI Patrons' Framework Implementation Plan for Ethos has continued throughout 2024 in all MSLETB Post-Primary Schools. The theme of raising awareness and embedding ETB Ethos and Core Values was promoted and lived out through teaching and learning and school life in all our MSLETB school communities.

All Schools have a dedicated Ethos Lead Teacher and an Ethos Leadership Team. A Professional Learning Network (PLN) for Ethos has been established, and four meetings took place in 2024.

Key highlights of the year include an ETBI Shared Learning Day which took place in Athlone on January 2024 for ETB Ethos Co-Ordinators and ETB Inclusion Co-Ordinators across the sixteen ETBs. A number of schools introduced the Identity, Multi-Belief and Values Education (IMBVE) Short Course. Two schools used the School Self-Evaluation of Ethos process. National ETB Week 2024 took place 11th - 15th March, where all schools promoted MSLETB Ethos and Core Values through showcasing the great work being done through activities, exhibitions, displays and projects during National ETB Week.

MSLETB Board Members and all MSLETB Principals were updated by the MSLETB Ethos Co-Ordinator at their respective meetings throughout 2024, on the progress of the Implementation of the Patrons' Framework on Ethos in schools.

7.7 Provision Mapping Initiative

The year 2024 has been a pivotal one for the Provision Mapping initiative. MSLETB has continued to advance its mission of fostering inclusive education across all schools.

Key highlights of the year include the induction sessions held in October. Workshops have been a cornerstone of our support this year. The "Capturing Marginalised Student & Parental Voice" workshop was particularly impactful. Additionally, schools attended a workshop in mid-January focused on using student and parental data to inform their DEIS/SIP plans and

create effective provision maps. A major highlight was the National Showcase event on April 16th in Portlaoise, where MSLETB was so well represented.

Professional development has been prioritised. The establishment of a Professional Learning Network (PLN) among Inclusion Teams and SENCOs aims to foster collaboration and share best practices.

MSLETB remains committed to supporting schools in their journey towards inclusive education. The progress made this year sets a strong foundation for future initiatives. The Provision Mapping initiative will continue in 2025.

7.8 Professional Development

MSLETB provided additional Professional Development in:

- Child Protection and Safeguarding Inspections
- DLP and DDLP Refresher Training
- Admissions
- Induction for new Teachers
- Induction for new Leaders
- Risk Management Training
- Data Protection Training
- Training sessions for Boards of Management

7.9 Gaeltacht Recognition Scheme

Three second level schools within Bord Oideachais agus Oiliúna Mhaigh Eo, Shligigh agus Liatroma are currently actively participating in the Scéim Aitheantais mar Scoil Ghaeltachta. These schools are Gaelcholáiste Chomáin Ros Dumhach, Coláiste Bhreandáin, Béal an Mhuirthead and Coláiste Pobail Acla.

7.10 ETBI Summer School for Middle Leaders

MSLETB participated in the ETBI Summer School for Middle Leaders which took place at the University of Limerick from June 21st to 24th. The theme was *'Nurturing Leadership for a changing world'*.

7.11 Inspection Reports

Date	School	Subject
04/12/2024	Coláiste Iascaigh	Gaeilge
26/11/2024	St Brendan's Belmullet	Business

Date	School	Subject
21/11/2024	St Joseph's Charlestown	French
15/10/2024	Corran College	Mathematics
08/10/2024	Moyne College	Whole School Evaluation
11/06/2024	Lough Allen College	Visual Art and Art
14/05/2024	Carrigallen Vocational School	Final Child Protection and Safeguarding Inspection
15/03/2024	St Joseph's Charlestown	Mathematics
25/01/2024	St. Patrick's College	Geography

Link to Inspection reports

<https://www.gov.ie/en/school-reports/>

MSLETB schools have remained at the heart of the community, striving for academic excellence and ensuring the care of our student's wellbeing. In our schools we have seen growth in student numbers, increased attendance rates and increased retention rates. Highlighted below are examples of some of the activities / events that occurred during the year. If you would like to see more on the below highlights, you can visit the individual school's websites. See Appendix 2.

BALLINODE COLLEGE BALLINODE, CO SLIGO	BAD EGGS HISTORY COMPETITION	Ballinode College students showcased their creativity in the "Bad Eggs History" competition this year. From the brutality of the Gulags to the execution of King Henry and the historical events at Kilmainham Jail, students reimagined significant historical moments using decorated hard-boiled eggs. Class 2B narrowly edged out 2A to win Best Overall Class. Congratulations to all students for their innovative work.
	STUDENT ENTERPRISE AWARDS	Congratulations to our inaugural Transition Year Mini Companies who attended their first Student Enterprise Awards. The Mood App earned the "One to Watch" business award. The entire TY group showed incredible effort and creativity throughout the year. A huge well done to all involved.
	ACADEMIC SUCCESS & FURTHER EDUCATION	Ballinode College continues to see remarkable academic progress. Between 2018 and 2024, third-level progression increased by 66%. By 2025, 84% of the Leaving Certificate class of 2024 had

BALLINODE COLLEGE BALLINODE, CO SLIGO		progressed to either PLC or third-level education. This success stems from initiatives such as taster days, workshops, guest speakers, career planning, and improved access to financial supports.
	ETHNIC FOOD FAIR & RACE AWARENESS WEEK	The school's Ethnic Food Fair, part of Race Awareness Week, filled the halls with international aromas. Students and staff shared cultural dishes, promoting inclusivity and celebrating diversity in the school community.
	CRAFT FAIR TRIP TO RDS	Students enjoyed a trip to the Gifted Craft Fair at the RDS, followed by a sweet stop at Butlers Chocolate Factory. There, they decorated their own chocolate gifts—a highlight of the day
	FOROIGE STUDENT ACTIVITIES	Senior Ukrainian students actively participated in Foroige-led after-school activities, promoting inclusion and social engagement within the school environment.
DRUMSHANBO VOCATIONAL SCHOOL CO LEITRIM	UNDER-14 GIRLS FOOTBALL BLITZ	Well done to the Under-14 girls' football team who were runners-up in the Leitrim/Roscommon U14 Blitz held on 11th September 2024. The team, coached by Ms. Reynolds, displayed great determination and teamwork throughout the tournament. Their performance is a testament to the growing strength of girls' sport in the school.
	CORN BREIFNE FINAL – SENIOR BOYS FOOTBALL	On 23rd October 2024, the DVS Senior Boys team competed in the Corn Breifne Final at the Connacht Centre of Excellence. Facing Ballinamore Community School, the boys gave a strong performance and narrowly missed out on the title. Reaching the final was a fantastic achievement, and the team, led by their coaches were commended for their commitment and sportsmanship.
COLÁISTE POBAIL ACLA ACHILL, CO MAYO	CORN UÍ CHONAIRE DEBATE WINNERS	Comhghairdeas le scoláirí Choláiste Pobail Acla a ghlac páirt i gComórtas Díospóireachta Uí Chonaire in Áras Inis Gluaire, Béal an Mhuirthead. Bhí na scoláirí ar fheabhas ar fad agus d'éirigh go hiontach leo. Bhuaigh an fhoireann shinsearach Corn Uí Chonaire, i gcoinne iomaíocht ghéar ó Ghaelcholáiste Chomáin, Coláiste Mhuire (Tuar Mhic Éadaigh), agus Coláiste Bhreandáin Naofa. Bhí sé seo mar thaca láidir don mana: "Beatha an Teanga í a Labhairt."
	TY RSA ROAD SAFETY PROGRAMME LAUNCH	Transition Year students and staff from Coláiste Pobail Acla attended the national launch of the new RSA TY Road Safety

COLÁISTE POBAIL ACLA ACHILL, CO MAYO		Programme in Marian College, Dublin. Minister for Education, Norma Foley, officially launched the 10-week programme, which focuses on road safety education for young people. The event featured speakers from the Road Safety Authority and MSLETB. Students engaged in modules covering speed, alcohol, distractions, driving laws, and safety practices, and completed an assessment. The school was honoured to be invited to this important initiative.
	ACHILL TRACTOR RUN RAISES €17,395.85	Two second year students raised a remarkable €17,395.85 for the Mayo Roscommon Hospice Foundation by organising the Achill Agri Festive Tractor Run. Held on December 28th, the event featured almost 100 registered vehicles and drew support from the entire community. Their dedication and community spirit turned their shared love of agriculture into a hugely successful fundraiser.
	TY MUSICAL PERFORMANCE	Transition Year students wowed audiences with a vibrant and polished musical performance delivered over two packed nights. The show was a celebration of student talent, commitment, and creativity, with participants involved in all aspects of production. The event was a great success, strengthening school spirit and community ties, and highlighting the energy and enthusiasm of the TY cohort.
DAVITT COLLEGE CASTLEBAR, CO MAYO	ERASMUS+ ACCREDITATION	Davitt College Castlebar has recently achieved Erasmus+ Accreditation as part of the European Union's Erasmus+ Programme for the period 2021-2027. The Erasmus+ flag has been proudly raised at the school, signifying its new status. This accreditation is a huge achievement and opens up a world of opportunities for students and staff alike. The collaboration between the Business Department and the Modern Foreign Languages Department was crucial to the successful application. With this accreditation, Davitt College students will now have the chance to travel to Europe, engage in face-to-face and blended learning experiences with peers from European schools, and form lasting friendships while working on collaborative projects. These exchanges will allow students to explore

DAVITT COLLEGE CASTLEBAR, CO MAYO		different cultures, languages, and educational systems, providing them with valuable global experiences. For the staff, the accreditation provides opportunities to collaborate with European colleagues through job-shadowing initiatives and participate in professional development training across Europe. The college is already forging strong links with schools in Brussels, Finland, and Germany. In particular, the longstanding partnership with The Realschule in Höchststadt, a school in Germany that has been connected with Davitt College since 2002, will continue to grow.
	DAVITT COLLEGE & MEISSNER WORLD OF WORK PROGRAMME	As part of the nationwide World of Work Programme, Davitt College partnered with Meissner, Castlebar, to give second-year students an insightful look into the corporate world. This initiative, supported by Business in the Community Ireland (BITCI), allows students to meet corporate volunteers and learn about various job roles and work skills. The Meissner collaboration included sessions such as "Day in the Life" where students learned about team roles and daily duties, a company site visit with hands-on tasks, and discussions about sustainability practices. The programme helped students enhance soft skills such as communication, teamwork, and problem-solving. A special thank you to Ms. O'Donnell and Mr. Munnelly from Davitt College, Ms. Claire Duffy from Meissner, and Ms. Fania Ellison from BITCI for facilitating this successful initiative.
GAELCHOLÁISTE CHOMÁIN, ROS DUMHACH, MAIGH EO	LIATHROID LÁIMHE	I mí na Samhna 2024, ghlac ár gcailíní páirt sa chomórtas Liathróid Láimhe Oilimpeach (Sóisear), do na meánscoileanna i gCúige Chonnacht, i Sligeach. Bhuaigh siad an comórtas seo, ag teacht abhaile mar Sheaimpíní Chonnacht. Míle buíochas le scoláirí na scoile, tuismitheoirí, agus foireann na scoile as ucht a gcuid tacaíochta. Beidh foireann na gcailíní ag dul ar aghaidh go dtí an Cluiche Ceannais i mí Aibreáin 2025.
	ARD-FHEIS NA nÓg	Is deis í an Ard-Fheis ardán poiblí a thabhairt do dhaltaí meánscoile i nGaelscoileanna agus

GAELCHOLÁISTE CHOMÁIN, ROS DUMHACH, MAIGH EO		scoileanna Gaeltachta ar fud na tíre agus guth na n-óg a spreagadh. D'fhreastail beirt scoláirí ón gcúigiú bliain agus an Leas Phríomhoide Bn. Uí Liaim ar an trí lá a bhí eagraithe ag Conradh na Gaeilge i gCorca Dhuibhne, Co Chiarraí, i mí Aibreáin 2024. Bhí muidne an t-aon scoil ón mBOO MSL agus ó Chontae Mhaigh Eo a bhí i láthair as 150 scoláire eile. Bhí deis ag na scoláirí cur i láthair ar an téama 'Is buntáiste í an Ghaeilge agus tú ag lorg poist' a dhéanamh os comhair 19 scoil eile a bhí i láthair, na moltóirí agus ionadaithe ó Chonradh na Gaeilge. Míle buíochas le Gaeilge Iorrais as ucht a gcuid tacaíochta agus maoinithe don ócáid seo. Is Beatha teanga í a labhairt.
	DRÁMA NA NOLLAG	I mí na Nollag 2024, tionóladh oíche drámaíochta bhliantúil agus ceoil sa choláiste. Fuair daltaí an deis roinnt carúil Nollag a chanadh, mar aon le hamhráin aitheanta, agus an dráma An Bhó a chur i láthair. Ba ócáid álainn í, lán le spraoi agus taitneamh. Is ócáid a mbítear ag súil go mór léi agus a chuirtear fáilte roimpi gach Nollaig.
	SCÉIM AITHEANTAIS	Tá Gaelcholáiste Chomáin, an chéad iarbhunscoil i reigiún Mhaigh Eo, Shligigh agus Liatroma atar éis aitheantas oifigiúil mar scoil Ghaeltachta a bhaint amach mar chuid den Scéim Aitheantas na Scoileanna Gaeltachta. Is onóir mhór é don Bhord Bainistíochta, don fhoireann, do na scoláirí agus do phobal uilig an choláiste an t-aitheantas oifigiúil seo a fháil mar cuireadh oideachas trí mheán na Gaeilge ar fáil sa scoil ó bunaíodh í 1959. Bronnadh an t-aitheantas tar éis cigireachta scoile ón Roinn Oideachais. Tá litir faighte ag an scoil ón Aire Oideachais Norma Foley ag treaslú na scoile as ucht an aitheantais clúiteach a bhaint amach. Tá tábhacht shuntasach ag baint le Scéim Aitheantas na Scoileanna Gaeltachta maidir leis an bPolasaí don Oideachas Gaeltachta. Is éacht mór millteach é seo do Ghaelcholáiste Chomáin, cuireann sé le stádas na scoile mar scoil chlúiteach a chuireann tumoideachas trí ghaeilge ar fáil atá indéanta agus inrochtana.

ST. BRENDAN'S COLLEGE, BELMULLET, CO.MAYO	SPORTING ACHIEVEMENTS ACADEMIC AWARDS	• Juvenile Boys Gaelic: County Champions and Connacht Quarter Finalists. • Soccer: U15 – FAI Connacht Finalists. • Girls Gaelic Team: MSLETB Cup Winners. • U17 Boys Soccer Team: Connacht Finalists. • U19 Boys Basketball: Competed in the All-Ireland Play-offs
ST. JOSEPH'S COMMUNITY COLLEGE, CHARLESTOWN, CO. MAYO	REVOLUTIONARY WOMEN OF MAYO AND SOUTH SLIGO HISTORICAL PROJECT	Ann Leydon, history teacher at St. Joseph's Community College, Charlestown, Co. Mayo, along with her students, has spent the last year gathering awards for their exceptional research on the revolutionary women of Mayo and South Sligo. This remarkable project has brought forgotten stories of women from Cumann na mBán during the War of Independence to light. The project was recently awarded the Mayo People of the Year 2024 award at Breaffy House Hotel in Castlebar. The project won the All-Ireland History Competition, run by UCC and the Department of Education, in the category 'Women during the Revolutionary Period in Ireland.' The project also earned the Mayo County Council Cathaoirleach's Award for its contribution to local heritage. The research team uncovered diaries, letters, photographs, and family accounts of the women who bravely participated in the War of Independence. Many of these women, who had been forgotten by history, are now being remembered thanks to the efforts of Ann Leydon and her students.

8. Further Education and Training (FET)

8.1 Development of FET Services in MSLETB

MSLETB 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.

The responsibility for the management of MSLETBs FET provision lies with the Director of FET, the FET Leaders and PLC Principals Group that manages the MSLETB FET provision.

Role of “Future FET”: Transforming Learning FET Strategy 2020 – 2024

The “Future FET”: Transforming Learning FET Strategy 2020 – 2024 aims to transform learning over 5 years. The Strategy is based around three strategic pillars: building skills; fostering inclusion; and facilitating pathways. This will be underpinned by a strong focus on four enabling themes: digital transformation; learner and performance focus; staffing and structures; and capital development.

The central premise of the new strategy is that FET is for everyone and will serve as a major driver of both economic development and social cohesion. It is available in every community and offers people pathways to take them as far as they would like to go on their education and training journey, regardless of any previous level of education.

The core benefits of MSLETB Further Education & Training services will offer learners:

- a better chance of employment
- the opportunity to progress to other education and training
- the transversal skills that will allow them to integrate and engage effectively with society
- a means of accessing education throughout a lifetime by attaining vocational skills that are linked to regional and national critical skills requirements
- and new models of delivery which can meet their rapidly evolving needs

MSLETB will contribute to the ambitious *FET Strategic Plan 2020 – 2024* and will actively engage in the implementation plan to establish *Strategic Framework for Future FET* to deliver the plan. MSLETB engages with SOLAS in a strategic dialogue annually to update our three-year strategic performance agreements which is shaped and informed by the *Overarching Planning and Funding Parameters and Requirements for Education and Training Boards Further Education and Training Provision* issued by SOLAS. The annual update facilitates reflection on the strategic context, direction, and progress of the MSLETB/SOLAS SPA agreement and, facilitates addressing the needs of evolving priority areas and cohorts on an annual basis.

MSLETB specifically supports the FET Strategy and System Targets set under the National FET Strategy and reflected in national FET system targets agreed between MSLETB and SOLAS, delivered over a 3-year cycle. 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 National Challenges posed by cross-government policy where MSLETB FET will be expected to make a key contribution, such as in Future Jobs, Climate Change, and Project Ireland 2040.

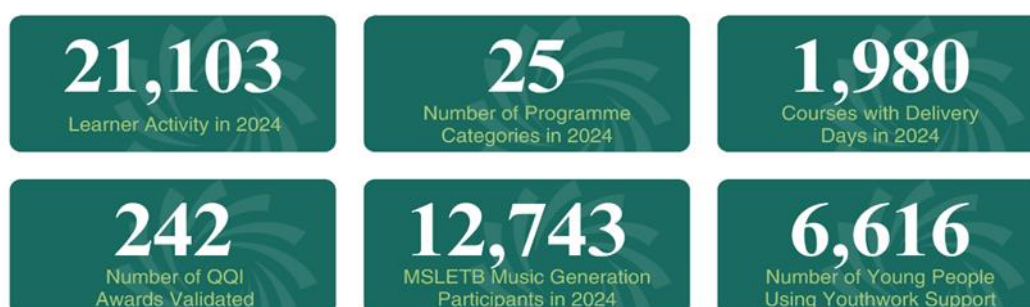
MSLETB also consider the Wider Education & Skills Policy issues. The National Skills Strategy and 3-year Action Plan for Education set out a series of commitments in relation to the FET system, while the development of a tertiary education framework promises a more coordinated approach between FET and Higher Education. This is particularly relevant to MSLETB with the advent of the Atlantic Technological University.

9. FET Programmes

MSLETB is committed to addressing the evolving skills gap in the 21st century and to providing learners with the skills, knowledge and competencies needed to succeed in today's world of work. To achieve this, MSLETB has developed innovative programmes that cater to key skill needs in various industries. These programmes are developed in consultation with industry experts to ensure that they are relevant and responsive to the current workforce demands.

Additionally, MSLETB continuously reviews and updates its programmes to keep up with the ever-changing needs of the industries, and to equip learners with the latest skills and knowledge. Through this commitment, MSLETB aims to support learners in achieving their career goals while also addressing the skills gaps within the industries they serve.

As part of the programme approval process, MSLETB considers the employment skills needs for all level 5 and 6 courses. We carefully review all courses offered at these levels to ensure that they provide employment opportunities and have potential for progression based on local, regional, and national trends. This ensures that students who complete these courses are well-equipped with the necessary skills and knowledge to succeed in the workforce in the cognate area of vocational study. During 2024, MSLETB offered both full-time and part-time courses in a wide range of fields to a large and diverse population of adult and post-second-level learners.



The following is a sample of the highlights within the programmes:

9.1 Post Leaving Certificate (PLC)

Sligo College of Further Education and Training (SCFET)

- In August 2024, Sligo College of Further Education and Training opened, and marked a transformative milestone in MSLETB's story. Sligo CFE, North Connaught College and VTOS Sligo merged to create enhanced educational hubs, offering cutting-edge programmes that cater to students, lifelong learners, and our wider community. This expansion aligns seamlessly with MSLETB's vision for the FET College of the Future, embodying the principles of the SOLAS Future FET: Transforming Learning Strategy and ETBI's Building Skills, Fostering Inclusion, and Creating Pathways initiative.

- Additionally, in 2024, SCFET signed a Memorandum of Understanding with the University of Ulster that will provide Sligo CFET graduates with advanced entry and preferential pathways into a range of courses at the University of Ulster. This year, a number of SCFET graduates progressed to UU, and we expect the new MOU will increase opportunities, and enhance the supports on offer for our learners.

Mayo College of Further Education and Training (MCFET)

- In November Mayo College was successful in an application with University of Galway and the Western Development Commission and 9 other institutions in obtaining a Centre of Vocational Excellence Grant. This 3-year project will explore the digital and green skills in island economies.
- This year was a record year for Erasmus+ placements with nearly 150 students partaking in Erasmus+ placements in this academic year, which included 10 three-month placements, school visits and invited experts.
- MCFET has launched a Skills to Advance course titled Certificate in Quality Assurance Essentials for Biopharmaceutical Manufacturing. This course meets the needs of large Pharma companies in Mayo.

Leitrim College of Further Education and Training (LCFET)

- The launch of Leitrim College of Further Education and Training in County Leitrim marks an exciting new chapter in educational opportunities for the local community and beyond. This new College brings together VTOS Drumshanbo, Lough Allen College, and Drumshanbo Vocational School, creating dynamic hubs for learning and personal development. With a commitment to enhancing educational access for individuals within County Leitrim and MSLETB, the college aims to empower students through diverse programs that cater to various needs and aspirations.
- The Music department at Leitrim College of Further Education and Training organised and performed (with guests) two concerts in Drumshanbo and Carrick-on-Shannon in December, in the process raising over €2000 for local charities Saint Vincent de Paul and Northwest STOP.

Tertiary Programmes

- In SCFET, the 2023/24 academic year saw our first intake of students on to the Tertiary Access Route into BSc. in General Nursing. The programme is a 1+4 model, with the first year taking place in our college, before students' progress onto ATU St. Angela's for the remainder of their degree. This approach utilises the existing approved programmes within ETB colleges and ATU campuses, while at the same time meeting the Nursing and Midwifery Board of Ireland (NMBI) Nurse Registration Programmes Standards and Requirements. Delivering a degree programme between colleges, and across the Further and Higher Education sectors provides a challenge in terms of validation, quality assurance and aligning the student experience. However, the advent of the Tertiary route has seen a willingness to collaborate between local education providers that will undoubtedly benefit students and local economies in the years ahead.
- Student feedback on the Tertiary programme has been extremely positive, and our own experience of retention and completion suggests that students following this route are extremely committed, recognising this as an opportunity that had not existed

in previous years. The requirement to participate in work experience was a highlight for many learners, as they see the value of this as they progress in their degree studies. Early access to practical skills also places them at an advantage to those entering directly from post-primary. There is also a palpable sense of pride amongst the group, as they are recognising that they are pioneering a new pathway. Their study at Sligo CFET has allowed them to participate in a few outreach activities which have seen them interact with the public and future learners; they have also spent time on ATU campuses participating in induction activities and practical workshops. All these experiences will stand learners in good stead as they progress through their degree.

9.2 Apprenticeships and New Generation Apprenticeships

- In July, Digital Marketing Apprenticeship was successfully validated by QQI and scheduled to commence in Mayo College of Further Education in Q1 2025.
- The National Sales Apprenticeship programme has expanded its delivery in collaboration with partner ETBs, including Louth Meath, City of Dublin, Tipperary, Cork, and Kerry ETBs.
- There were 13 Nominations for Generation Apprenticeship Apprentice of the Year Awards. The programme was also listed as a finalist in the Workplace Excellence award (June) and in 2 categories in the Learning & Development Awards (Sept) and the Regional Skills West Leadership Awards (December).
- The Craft Butchery Apprenticeship was proudly represented at World Skills Ireland by five talented apprentices who competed for the coveted "Silver Medal." The overall winner, a Year 2 apprentice, will now go on to represent Ireland at World Skills 2025.
- First-year Commis Chef and Craft Butchery apprentices collaborated in Sligo MSLETB's state-of-the-art Butchery room, exploring the intricate connection between butchery and cooking. Guided by experienced mentors, the apprentices gained valuable insights into butchery techniques and culinary preparation, culminating in a tasting session.
- The innovative Tech Summit held in Sligo Training Centre showcased our Tech Apprenticeship programmes and promoted valuable industry connections.
- MSLETB had apprentices who completed the Cybersecurity Apprenticeship programme were offered permanent employment contracts, highlighting the strong demand for skilled cybersecurity professionals in today's digital landscape. All graduates successfully transitioned to permanent contracts, underscoring the programme's success in developing future software development talent.
- MSLETB submitted an initial proposal to the National Apprenticeship Alliance to develop a new Level 6 Apprenticeship in Business and Operations, which received approval in December. CSG members include LIDL, An Post, Primark, Sysco Foods, Mr Price, Connolly Motor Group, Public Sector - DFHERIS, DSP, DPENDR.
- In February, the Commis Chef apprentices from MSLETB competed in the National Commis Chef Apprenticeship Competitions in the Great Southern Hotel, Killarney. Our Chef apprentices won numerous awards with one apprentice winning the overall award for his centrepiece cake design.
- MSLETB Apprenticeship learners competed at World Skills Ireland in the RDS in September; apprentices from the Commis Chef and Hairdressing apprenticeships spoke on the Apprentice of the Year stage to showcase their apprenticeship journey.

- Apprentice of the Year Awards in Mansion House Dublin; nominees from our Commis Chef and Hairdressing classes attended with one of our Hairdressing nominees taking home an Apprentice of the Year award.
- MSLETB hosted the Apprentice Awards for graduating apprentices in conjunction with Donegal ETB. Alan Dillon, Minister of State, presented the graduates with craft certificates.
- Training Centre Open Day returned after a multi-year absence. The event saw great attendance from the local community of employers, jobseekers and potential learners. It is hoped that the 2025 occurrence will build on this great foundation.

NZEB Centre of Excellence and Green Skills

- NZEB (Nearly Zero Energy Building) refers to a building with very high energy performance, with all buildings occupied since 2021 required to meet this standard. MSLETB made substantial strides during 2024 in the development of its NZEB Centre Of Excellence in Collooney, Sligo. Whilst continuing to increase the number of NZEB training programmes to industry and the community, major capital development works commenced in Q4. This development enables a significant expansion in the range of programmes offered and the number of learners served.
- A partnership with South-West College in Northern Ireland secured funding of €9.8m for a four-year project called GRASP (Green Skills Accelerator Programme). GRASP will focus on the progression of a collaborative and consistent approach to Green Skills development and delivery across nine counties in the programme area, including Sligo and Leitrim. Working from MSLETB's NZEB Centre Of Excellence, this will result in the development of a construction sector workforce, which is adaptable and knowledgeable in sustainable practices.

9.3 Traineeships

- Manufacturing Technician Traineeship; our flagship Level 6 programme in Ballina TC continues to thrive and offer successful learners employment opportunities in the ever-expanding Life Sciences sector.
- The traineeships in Beauty Therapy, Hairdressing and Welding and Fabrication continue to be popular with learners, giving them the opportunity to apply their learning in the work environment.

9.4 Vocational Training Opportunities Scheme (VTOS)

- All VTOS Sligo learners successfully completed the Introduction to Sustainability course on eCollege, followed by the Leave No Trace Awareness course, key steps in our journey to becoming a more environmentally conscious centre.
- In collaboration with the HSE, all learners and staff took part in the safe TALK suicide prevention awareness course, promoting a more informed and supportive community. VTOS Sligo continues to empower learners with diverse opportunities that go beyond the classroom, fostering sustainability, culture, entrepreneurship, and wellbeing.
- In 2024, 30 learners from VTOS Leitrim participated in an Erasmus+ project attending work experience for 2 weeks on short term learner mobilities in Milan and Vienna.

- VTOS Leitrim class performed 2 concerts “The Traditional Irish Music” for the community with the proceeds from both concerts going to local charities.
- The learners went on many class trips to places such as the Boyne Valley, Butler’s Chocolates, the Japanese Gardens, and the National Stud in addition to many local attractions.
- VTOS Castlebar: For the second time, one of our VTOS students partook in a work experience Erasmus programme in Malta. The student's words were "a wonderful experience." One of our Tourism with Business students hopes to partake in a 3-month Erasmus programme in Canada on completion of her Award in May.
- The Culture and Heritage students and Tourism with Business students from Castlebar, have been supporting local businesses and local ventures throughout this year; some trips to mention were Turlough Museum and Foxford Wollen Mills.
- Achill VTOS attended Fáilte Ireland Tour Guiding Student Networking Event in January 2024 in the EPIC centre in Dublin. Many students received offers of employment following participation in this annual event. They also visited the National Museum of Modern Art and other museums and they saw the Turner exhibition.
- 'Mind Yourself' Conference in Mulranny. Four Achill VTOS Tour Guiding Students volunteered as Tour Guide leaders for the young people attending. It was a rewarding and enriching experience for all involved.
- VTOS Achill students Leave no Trace Teacher Training over 2 days on Clare Island. This included an overnight camping trip. There was lots of learning and it was a great experience for everyone.

9.5 Back to Education Initiative (BTEI)

- In Sligo, the successful completion and certification of Early Learning and Care Stage 1 Certificate Level 5. Successful completion and certification Community and Health Service with Michele with Focus on Special Needs. Successful completion and certification of Environmental Sustainability Awareness Cert.
- MSLETB completed a level 4 childcare and safety programme as part of a Traveller Group in collaboration with ATU/St Angelas for 12 women.
- Professional development for BTEI Staff took place in September, including Understanding Autism and an overview of Assistive Technology.
- During 2024 the Back to Education service in Central Mayo continued to have a focus on providing valuable upskilling opportunities to candidates looking to gain certification in Healthcare Level 5 components. This is largely driven by a recognition of the huge number of job openings with care companies in the county looking to source Care Assistants.
- BTEI prides itself on our constant interaction with employers who approach us looking to speak to our students and discuss career opportunities with them. We also offer IT support training from basic levels to more advanced, often to complement other studies, including Healthcare, where candidates need to develop IT proficiency to enable completion of assignments and portfolio work. This, aligned with specific skills training in modules such as Payroll Level 5, will ensure candidates always have relevant skills to enable them to apply for Office Administration type roles also. Numbers and demand for all courses continues to be strong.

- BTEI Leitrim has the highest participation rate of Learners on the QQI Level 5 Early Learning and Care Certificate in Connaught.
- BTEI Leitrim introduced ongoing Internal Verification for QQI rather than IV taking place two weeks before the External Authenticator arrived. This improved the standard of work submitted and is now carried out in all the BTEI Centres within MSLETB.
- BTEI Leitrim continues to re-train displaced people that have come to Ireland recently.

9.6 Adult Basic Education/ Family Learning/ Adult Literacy and Numeracy/ESOL

- MSLETB brought together a Regional Adult Literacy Coalition of community stakeholders to create community pathways to learning for persons with unmet literacy needs. A Learning Ambassador also sits on the Coalition.
- Living and Learning - A Ballina-based project with MSLETB, in collaboration with Mayo North East's Empowering Communities programme, offered a free peer-led community education project. The project provided practical skills training incorporating literacy and numeracy within communities, delivered by peers from within the communities.
- 1,884 learners achieved component certificates from Levels 1-5 and celebrated this by holding certificate giving ceremonies across MSLETB venues.
- Networking events took place between Library staff and Adult Literacy Organisers and Tutors. The events were facilitated by Miriam O' Donaghue, and positive ways of working together were explored and lots of events planned. Digital skills for Learners have also been run across Libraries in Mayo, Sligo and Leitrim with very positive outcomes. A drop-in approach was used along with more formal classes. Tutors were provided by MSLETB Adult Literacy service. Family Learning events were also run in conjunction with the libraries.
- The design and launch of a new 2-year QQI Level 2 Drama programme. This is a 2-year QQI Level 2 Full Award Arts-based programme designed to develop skills to create pathways to work. The programme is designed specifically for people with Intellectual Disabilities. This is a pilot programme developed due to the prompting of Down Syndrome Ireland and the plan is to share it nationally upon completion of the pilot.
- An MSLETB literacy learner became the SOLAS - ALL Literacy Ambassador. A professional video of her story was recorded at our centre in Kingsbridge for SOLAS.
- In December, a presentation of QQI awards was held in the Claremorris Town Hall for learners in East and South Mayo. There were approximately 400 awards, and 200 learners attended. Full and component awards were presented that day in QQI levels 1-4. It is one of the most important events of the year as it recognises the learner's achievement and the sacrifices they had to make to gain a qualification.
- In June 2024, in The Bush Hotel, Carrick-on-Shannon, an event was held, facilitated by Miriam Donaghue, to reach a consensus for a common assessment approach across MSLETB for ESOL Learners. An English Language Assessment tool for MSLETB was agreed that aligns with the Common European Framework.
- One new English language assessment tool for MSLETB. This means that the same standard is set across the three counties reflecting the learner's level of English against the CEFR- Common European Framework.

- 4,434 ESOL Learners in 2024 across 35 venues and 5 centres with many achieving certifications from QQI levels 1-5.
- IELTS- International English Language Testing is now available in the digital hub in COS. The first online exams will take place this June. Globally, there are more than 4 million test takers a year, making IELTS the world's most popular English language proficiency test for further and higher education, and global migration.
- Cambridge Placement Tests now available in MSLETB for all MSLETB Learners from New Communities and on Apprenticeships/VTOS/PLCs/LTIS.
The Cambridge Placement Test is a language assessment tool designed to evaluate English language proficiency. They place the learner on the Common European Framework of Reference for Languages (CEFR) ranging from beginners (A1) to advanced (C2). The test is suitable for apprenticeships, PLCs and tertiary courses that lead to university qualifications and require a B1 or B2 minimum standard of English. The test is mobile and can be conducted at any centre within MSLETB.

9.7 Community Education

- In 2024, MSLETB allocated €227,684.00 in Community Grants between Mayo, Sligo & Leitrim. The Community Grants included reaching out to migrant groups, supporting digital hubs, active retirement groups and men's groups. The funds allocated covered 191 groups throughout the 3 counties.
- MSLETB Community Education Mayo was delighted this year to work once again with Chime. Chime is Ireland's national charity for Deaf and Hard of Hearing people. We provided courses in Culinary Skills, Mobile Phone Technology and Craft Classes, providing an opportunity for people from the deaf community to socialise and learn new skills that will assist people in their daily living.
- In 2024 Mayo Community Education also welcomed Olena and Tetiana from Ukraine who had a great opportunity to learn Irish Sign Language and share their own Ukrainian Sign Language.
- Community Education in Leitrim includes both formal and informal learning, addressing learners' personal development, building skills while offering educational options through simplified pathways, and further opportunities to progress to other areas of FET. It plays a vital role in the FET system.
- Distinguishing factors of Community Education is the wide-ranging outcomes for Learners which include skills development, confidence building and greater Community involvement.
- 150 Community Education Courses were delivered in Leitrim over the past year, covering nearly every community in County Leitrim and attended by over 1,200 people.
- In Leitrim, over 40 different types of courses were delivered such as Calligraphy, Sewing, Arts and Crafts, Jewellery Making, Bee Keeping, Irish Classes, Wellbeing, Healthy Living, Horticulture, Willow Weaving, Ceramics, Video Making, Yoga and Chair Aerobics, meeting the needs of a broad range of Learners.
- Community Education Leitrim also delivered the Reach Programme under the Umbrella of Community Education which supports local projects.

- In Sligo the Community Education Programme, with over 1150 learners from 96 community groups and organisations, participated in a broad range of courses and learning activities supported by the Community Education Scheme. This included numerous newly established rural and urban community groups supporting rurally isolated individuals, adults with disabilities and hard to reach men and women in our communities.
- The Sligo Community Education Scheme continued to deliver English language classes to rurally located Ukrainian residents in Gurteen, Co. Sligo. Classes were also provided in Sligo town to assist those who could not avail of supports locally.
- The SHINE Programme in Hawks Well Theatre Sligo is partly funded by the Community Education Scheme, the Hawks Well Theatre ran a programme of drama workshops for young adults with an intellectual disability, along with training for local artists to work in this area. This culminated in a fantastic public performance in the Theatre. The programme supports people with intellectual disabilities to access high quality experiences in the arts as artists, makers and participants.

9.8 Youthreach / Community Training Centres

- **Leitrim Youthreach**
 - Received a very positive WSE report.
 - Completed their first Erasmus trip to Bavaria.
- **Sligo Youthreach**
 - Produced a film “Rough Justice “. “Rough Justice” was written by the learners from the centre under the guidance of our English staff. It was filmed in June and July and premiered in The Model Arts Centre in Sligo in December. The learners acted in the film and our music group created the original music score for the film under the guidance of our music teacher. Lots of family and friends attended the premier which was enjoyed by all. The many benefits of the film include building the self-confidence of the learners.
 - As part of an enterprise task for the Leaving Cert Applied, the learners created Christmas Reindeer from logs and created Christmas logs as candle holders. They then decorated them with Christmas decorations. They looked great and generated great excitement in the centre for the month of December. The learners were very proud to bring them home for Christmas.
- **Kiltimagh Youthreach**
 - Had a Junk Kouture Regional Finalist – a learner successfully made it to the regional finals in the prestigious Junk Kouture competition, showcasing outstanding creativity and resourcefulness in fashion design using recycled materials all from the centre. All-Ireland Finalist: The initiative progressed further to the national level, with the learner becoming a finalist at the All-Ireland competition in October 2024, highlighting innovation and sustainability in fashion. Raising the Profile of Youthreach: The success in the competition raised the profile of Youthreach as a whole, showcasing the talent and creative potential within the program, while also demonstrating the value of artistic and sustainable education.

- Launched a Wellness Garden & Outdoor Classroom - a serene and functional wellness garden designed to promote mental well-being, providing a grounding space for reflection and mindfulness. This space serves as both an outdoor classroom and a place for relaxation, encouraging learners and staff to engage with nature in a calming, enjoyable setting.
- **Ballinrobe Youthreach**
 - A highlight for our centre was the 35-year Youthreach Ballinrobe Celebration at Youthreach Ballinrobe. A stunning mural created by our students in partnership with creative schools was unveiled at this event. Minister Alan Dillon TD shared a virtual message to give his support to the staff/students of Youthreach Ballinrobe. The National Co-ordinator of Youthreach planted a tree marking the growth of Youthreach Ballinrobe over the 35 years.
 - Another centre highlight was winning the Girls NAYC All Ireland Indoor Soccer final in 2024. This was the third year in a row that our centre won this.
 - Winning the short film competition as part of the Frame of Mind Competition at the Irish Film Institute in Dublin. Students created a Film called 'Saving Sadie' about positive mental health.
- **Ballina Youthreach**
 - Learners demonstrated strong community engagement through their charity coffee morning and participation in Team Hope's Christmas Shoebox Appeal, supporting both local and international causes.
 - The Centre secured valuable recognition through the Arts Council's 'Creative Schools' initiative, bringing additional resources and funding to enhance our creative education programme.

9.9 Local Training Initiatives (LTIs)

- Ten graduates at the Mohill Local Training Initiative, based in the Mohill Enterprise Centre, gained their QQI Level 5 Major Award in Information Processing leading to full time employment.
- The official launch of our Introduction to Manufacturing Processes LTI in Ballina took place in May 2024. This exciting LTI offers great progression opportunities to our Level 6 Traineeship in Manufacturing.

9.10 Skills to Advance (STA)/ Skills for Work (SFW)/NZEB

- NZEB (Nearly Zero Energy Building)- refers to a building with very high energy performance, with all buildings occupied since 2021 required to meet this standard. MSLETB made substantial strides during 2024 in the development of its NZEB Centre Of Excellence in Collooney, Sligo. Whilst continuing to increase the number of NZEB training programmes to industry and the community, major capital development works commenced in Q4. This development enables a significant expansion in the range of programmes offered and the number of learners served.
- Innovation Through Collaboration - Immersive Technologies include Virtual Reality (VR), Augmented Reality (AR) and Mixed Reality (MR). Throughout 2024, MSLETB implemented the Immersive Technology Skills project, funded under the Innovation Through Collaboration Fund provided by SOLAS. This saw the development and

deployment of two FET micro-qualifications, each certified by QQI as Specific Purpose Certificates at Level 5: *Immersive Technology* and *Wind Energy with Immersive Technologies*. Using industry-leading hardware and software, these programmes provide innovative programmes that fully immerse learners in professional VR training experiences from a variety of industry sectors.

- Cross-border programmes - A partnership with South-West College in Northern Ireland secured funding of €9.8m for a four-year project called GRASP (Green Skills Accelerator Programme). GRASP will focus on the progression of a collaborative and consistent approach to Green Skills development and delivery across nine counties in the programme area, including Sligo and Leitrim. Working from MSLETB's NZEB Centre Of Excellence, this will result in the development of a construction sector workforce, which is adaptable and knowledgeable in sustainable practices.
- In 2024 MCFET delivered several evening Skills to Advance courses. These courses included courses in Leadership, Mentorship and Project Management.
- We launched our pilot course in Certificate in Professional Irish in 2024, and this proved to be a huge success with a rollout of multiple courses planned for 2025.
- In May 2024, we hosted the Sligo Jobs Expo in collaboration with Sligo Leader and DSP. Over 500 people attended along with 50 employer exhibitors.
- We delivered over 1200 training places for employees and assisted over 50 employers to upskill and we plan for further expansion in 2025.
- Upskilled workers through Basic IT in a number of the region's largest employers such as Coca-Cola and Ophardt Hygiene.
- Broad range of training options for lower-skilled workers throughout the region.

9.11 Music Generation

- **Music Generation Leitrim** had SingUPs and a Musical Puppet Show at various locations around Leitrim during the month of May. These events brought 2,800 students from both primary and secondary schools together as part of the 'We Are Music Generation' National 10 Year Celebration. "The Magical Musical Box" was a Musical Puppet Show suitable for younger students. This musical show, which was written by two of our Musician Educators, Niko and Christina Ginter, took primary school children from Leitrim on a magical musical adventure. Our Musician Educators introduced the songs from the show to the children in the classroom as part of our primary school programme, Music Works, which ensured interaction and participation from all on the day.
- 2024 was a year of resounding success for **Music Generation Sligo**. Music Generation Sligo partnered with Sligo County Council for the inaugural Queen Maeve Festival which saw the vibrant opening of Queen Maeve Square, where young Sligo musicians took centre stage. "Jam@theSquare," a thrilling competition, showcased the talents of aspiring artists, culminating in a triumphant victory for a 14-year-old singer-songwriter. Music Generation Sligo also partnered with the Sligo Orpheus Choir for an unforgettable intergenerational performance. Over 100 singers, comprising both Sligo Youth Voices and the esteemed Sligo Orpheus Choir, joined forces for a unique and moving performance of 'The Sally Gardens' recorded on the stunning northwest coast of Ireland in Strandhill. Capping off the year was the dazzling Evening Gala Concert,

where Music Generation choirs, instrumental ensembles, and bands enthralled an audience of over 400 with their exceptional performances.

- **Music Generation Mayo** hosted Féile Mhaigh Eo 2024, a youth music festival featuring performances, workshops, and hundreds of young musicians, culminating in 'The Big Day on the Mall'. Strategic Plan Launch: Music Generation Mayo finalized its 2024-2029 strategic plan, incorporating public input to shape the future of inclusive, high-quality music education in Mayo. Harp Ensemble Collaboration collaborated with Laois, Louth, and Waterford, bringing 45 young harpists to Achill for rehearsals, creative exchanges, and unique activities like surfing.

9.12 Outdoor Education Centres

- **Mountaineering Ireland Environmental Weekend June 2024** - Achill Outdoor hosted the 2024 Mountaineering Ireland Environmental Weekend in June, which was a resounding success. The weekend on Achill Island brought together hillwalkers, environmental officers, and outdoor enthusiasts for an immersive exploration of Ireland's mountain landscapes. Organised in collaboration with Mountaineering Ireland, Atlantic Technological University, and a range of environmental experts, the event combined guided hikes, expert-led discussions, and hands-on learning experiences.
- **First Youth Justice - Gold Gaisce Adventure Journey** - Achill Outdoor proudly played a key role in facilitating the first-ever Youth Justice Gold Gaisce Award Adventure Journey, supporting the KEEP Project (Kilmore West Youth Project) & Clay Project in planning, organising, and accommodating a challenging four-day expedition. As an approved Adventure Journey provider, Achill Outdoor has long supported Bronze and Silver Award participants, but this was the first Gold-level journey undertaken in collaboration with Gaisce. This milestone adventure saw young participants push their physical and mental limits, completing 150km of hiking and cycling while developing resilience, teamwork, and leadership skills. Congratulations to the young people who embraced this challenge with determination and perseverance. The lessons learned and the memories made will last a lifetime, proving that with the right mindset, any goal is achievable. Thanks to the Department of Justice, Gaisce, The President's Award, and all those who have supported this initiative from the very beginning.

9.13 Evening courses and self-financing night classes

- In 2024, MSLETB achieved remarkable progress in expanding course offerings to meet diverse learner needs. In 2024 MSLETB provided evening training to 984 learners. We focused on upskilling individuals in employment and reskilling career changers as well as providing courses for those looking to enter the workforce, ensuring relevant training for all. Through continuous needs assessment, we tailor programmes to serve our local community effectively. Our commitment to education remains unwavering as we strive to empower individuals and drive positive change through learning.
- The Green Cert course continues to be extremely popular in Mayo College of Further Education and Training with over 200 part time students.
- New evening offerings in the Training Centres including Employment Law and Industrial Pneumatics Systems were launched in 2024.

- The evening course offerings continue to provide exciting training opportunities and pathways for upskilling the workforce and those who wish to undertake part-time training options.

9.14 Youth Work

MSLETB continued to fulfil its statutory youth work function to support the provision, coordination, administration, and assessment of youth work services in 2024 with our key policy and funding partner the Youth Affairs Unit of the Department of Children, Equality, Disability, Integration and Youth (DCEDIY).

In relation to its youth work function, MSLETB carried out the following specific actions in 2024:

- MSLETB continued to oversee and develop youth projects in 2024, under the UBU Your Place Your Space funding scheme. Commencement of cycle two of this programme began in 2024 which involved monitoring the delivery and quality of service, performance and financial oversight and provision of ongoing supports to projects.
- Administration and oversight of Grant Schemes – to volunteer-led youth groups (Local Youth Club Grant Scheme) and funded projects such as the Youth Information Centre, Northwest Regional Drugs and Alcohol Task Force, Targeted Youth Employability Scheme and the Migrant Integration Project.
- Youthscape Plus (YSP) – Cross border initiative designed to empower marginalised at-risk young people aged 14-24 across the North of Ireland and the Republic of Ireland. Launched in June 2024, the program is supported by the PEACEPLUS Programme, managed by the Special EU Programmes Body (SEUPB). Youthscape Plus partners with Southwest College, Donegal Youth Service, Tides Training & The Cedar Foundation. Within MSLETB, this programme is managed by Foróige and overseen by MSLETB.
- Youth Mental Health Conference – Organised in association with North and South Mayo SCP, a two-day ‘Mind Yourself’ conference that took place in Mulranny Park Hotel in March 2024 and involved approximately 200 students from DEIS Post Primary schools in Co Mayo.
- International Thamarai Storybook (India) was published and launched in February 2024 – a collaboration between MSLETB and young people from the BEY Project, Ballyhaunis and Thamarai project in India. Young people from the BEY Project were invited to speak about their experience at the inaugural ETBI Youth Work Conference in Limerick. One of the BEY youth workers visited Thamarai in late 2024, set up a Foróige youth club and facilitated the Leadership for Life programme with 15 young people from Thamarai.

Training with Youth Workers from MSLETB region

- Organised and facilitated a Youth Worker Wellbeing Day in Sligo and Mayo for all youth workers / youth service managers
- Decider Skills training took place in April and September in Mayo in association with Mayo Children and Young People Services Committee (CYPSC). The Decider Skills use Cognitive Behaviour Therapy to teach young people the skills to monitor and manage their own emotions and mental health.

- In collaboration with NYCI, we organised the following training: 'Let's Talk about Consent' addresses the concept of consent for the youth sector, 'MindOut,' mental health training that focuses on core competencies for social and emotional learning and 'Transforming Hate in Youth Settings', an innovative approach on how to transform hate in youth work settings.

9.15 Local Creative Youth Partnership (LCVP):

The Local Creative Youth Partnership had many highlights during 2024, some of which are outlined below.

- Development of The Stone Yard Project, Carrick-on-Shannon, Leitrim
- Down Syndrome Mayo - Art and Movement
- Clare Island Creative Camp
- Killala Community Council- STEAM
- Leitrim Youth Project UBU - Tapestry
- Involve - Mural, Braiding and Podcasting project
- Ballymote FRC - Culinary Arts
- South Sligo UBU - Mural and Movement
- BEY- Mindfulness and Dance
- The Crib Youth Project, Sligo - Sound Engineering
- Breffni FRC- Diversity & Integration Mosaic
- Mohill Youth Project - Street Art
- An Cosán, Erris Youth Service - Songwriting and performance
- HYLS- Film Making
- Count me In- Animation/ Digital Arts
- Sligo/ Leitrim Community Training Centre- Upcycling/ restoration of furniture

Training Workshops

- Mindfulness and Yoga (Sligo and Mayo)
- Podcasting and Mobile Film Making in association with Kinia (Mayo and Leitrim)
- Networking and Practice Exchange for artist and youth workers in association with NYCI (Sligo)

9.16 Adult Education Guidance and Information Service

- Mayo Adult Guidance hosted two separate events. The first was an event for Parents of New Communities to highlight Guidance and PT options in Ballina with the aim of increasing awareness of pathways and overall participation in FET. The second was an event for pupils and parents of 6th class students where we addressed both parents and pupils, showcased FET in Ballina through hands-on visits and facilitated a workplace visit to TELUS. The overall aim was to increase awareness of FET and pathways, and to encourage those pupils transitioning to secondary school to achieve their state exams to increase options when moving on to FET.
- Mayo Guidance held an event and included DSP/Intreo to connect with each other and discuss opportunities on improving the interactions between DSP/Intreo staff, the

Mayo Roscommon Local Area Employment Service staff and MSLETB staff. It was great to network and hear what each organisation was doing.

- **The Education and Training Expo** provided crucial information to students and their families regarding the variety of post-secondary options available to them. Targeted at senior and pre-senior cycle students, the event was open to all. Further Education had a huge part in this event with fantastic displays for people to really get a feel what it would be like to study with us.
- **County-wide Outreach Guidance Information Sessions** - Adult Guidance Information sessions were held in Tubbercurry, Ballymote, and Enniscrone, in partnership with local libraries and Family Resource Centres. This outreach initiative enhances access to services for rural clients, supporting the FET strategy's emphasis on community-based approaches to participation.
- **College Awareness Week** - To celebrate College Awareness Week, Sligo Adult Guidance Service organised a series of activities for VTOS students, including visits to Further and Higher Education campuses, employer engagement workshops and talks on progression and career pathways.
- **In 2024, the Leitrim Guidance Service** teamed up with FET Coordinators to host an Open Event at the FET Centre in the Market Yard, Carrick on Shannon. Held over two days, May 14th and 15th, it was the first opportunity we had to showcase the building since we moved in. The goal was to highlight the courses available, introduce the Guidance Service, and connect with people in a welcoming and relaxed atmosphere. We were thrilled by the turnout, with so many attendees visiting the training centre and engaging with tutors to learn about the opportunities on offer. The Guidance Service was the first point of contact, giving us the chance to speak with visitors and provide an overview of how we can support them. We were especially grateful to our current and former students who came along to share their personal learning experiences at the centre. With over 200 people attending across both days, we were excited to see many enrolments in the following months, and this term, all of our classes are fully booked.
- **Mental Health Awareness Month 2024** the Leitrim Adult Educational Guidance Service hosted a series of Mindfulness Workshops for our students. Earlier in the year, a tutor brought to our attention that some students in the wider Leitrim area were feeling disconnected from the main FET Centre and wondered if we could find a way to include them in a shared activity. In response, we organised a coffee morning at the centre for all students, followed by a mindfulness workshop at a local wellness studio. It was a fantastic event, with many students sharing how educational and relaxing the experience was, and how much they appreciated the chance to meet others.

9.17 Professional Development (PD)

- In MSLETB, Professional Learning and Development remains a key priority to keep pace with evolving educational methodologies and technologies. By fostering continuous growth and enhancement among its workforce, MSLETB ensures the delivery of high-quality education and training services to all learners. Professional development not only equips staff with the latest pedagogical approaches and technological advancements but also cultivates a culture of innovation and excellence within the

organisation. Through ongoing learning opportunities, educators and staff members refine their skills, stay abreast of evolving best practices, and remain responsive to the diverse needs of learners. This commitment to professional development underscores MSLETB's dedication to a dynamic and highly skilled workforce that is well-equipped to address the educational challenges of both the present and future.

- Throughout 2024, MSLETB offered a comprehensive range of supports to staff to facilitate their professional learning and development. In-house supports included customised workshops, peer collaboration opportunities, and programmes aimed at enhancing teaching methodologies, technological skills, and overall staff well-being through dedicated seminars. Furthermore, external experts were engaged to deliver specialised training programmes on-site and online, providing staff with access to best practices from industry leaders. Key focus areas included leadership training, sustainability seminars, and diversity and inclusion training, all of which contribute to fostering an inclusive and equitable learning environment for all. Quality Assurance training was also prioritised, equipping staff with the knowledge and strategies to integrate best practices into education and training. Furthermore, MSLETB offered interview training, equipping staff with essential skills for effective recruitment processes, enhancing their ability to conduct fair and inclusive interviews. These initiatives provided staff members with the tools needed to continually improve their skills while fostering a culture of shared learning and professional growth within the organisation.
- Furthermore, MSLETB supported staff in pursuing both accredited and non-accredited training programmes, subject to agreement with their line managers. This support enabled employees to engage in formal qualifications, short courses, and skills-based training that aligned with their professional goals and the organisation's strategic priorities. By investing in leadership development, diversity awareness, interview training, and sustainability-focused learning, MSLETB ensures that staff remain well-equipped to meet the evolving needs of learners and communities. This commitment to continuous professional development strengthens the overall quality of education and training provided, ensuring a workforce that is adaptable, inclusive, and forward-thinking in addressing the challenges of modern education and training.

9.18 Communications & Events

- Communication within Mayo, Sligo, and Leitrim Education and Training Board plays a crucial role at both strategic and operational levels, ensuring clear, consistent, and effective messaging across the organisation and its stakeholders. Strategically, strong communication aligns with MSLETB's mission to enhance education and training opportunities, foster community engagement, and highlight achievements. Operationally, effective communication ensures that staff, learners, and the wider community remain informed and connected. This was particularly evident in 2024, as MSLETB actively participated in various events, using multiple communication channels to showcase its contributions across different fields. The organisation's proactive approach reinforced its reputation while strengthening relationships with employees, learners, employers, and the public.
- A key highlight of MSLETB's communication success in 2024 was the significant growth in social media engagement, with increased followers, interactions, and reach compared to the previous year. These efforts played a pivotal role in supporting 7

graduations and 25 learner events, as well as three major launches: the Certificate in Professional Irish Course, the launch of Sligo College of FET and Leitrim College of FET, and the launch of the Transition Year (TY) Road Safety Education Programme. Additionally, MSLETB published two newsletters, further enhancing internal and external communication by providing updates on key initiatives, success stories, and upcoming opportunities.

- To strengthen internal communication, MSLETB commenced the redevelopment of its internal intranet, which will ensure a more efficient platform for staff to access essential resources, updates, and organisational news. Simultaneously, the organisation also began the redevelopment of its website to enhance user experience, accessibility, and visibility of its services. By leveraging digital platforms and print media, MSLETB effectively celebrated learner achievements, promoted initiatives, and shared key developments. This commitment to communication not only enhanced visibility but also ensured that the impact of MSLETB's work was widely recognised, reinforcing its role as a leader in education and training across the regions.
- As part of our commitment to bilingual communication and to meeting regulatory requirements, MSLETB continued to actively promote the Irish language across its communication channels. In 2024, 122 of our 452 radio adverts were in Irish, along with 6 national newspaper adverts, 4 regional newspaper adverts, and 4 billboards. The launch of the Certificate in Professional Irish Course further strengthened MSLETB's efforts in supporting the Irish language and expanding opportunities for learners. These initiatives highlight our dedication to the promotion of Irish and ensuring accessibility for all.

9.19 Erasmus 2023

- Staff and Learner Erasmus+ mobilities to Italy, Germany, Luxembourg, Norway, Greece and Finland. Themes for Staff Mobilities included AI & Creativity in the Classroom, Innovative Teaching Methodologies, AI eLearning & eCulture. 18 staff members visited partner EU colleges for valuable job shadowing opportunities. 6 learners travelled to Germany for a short-term mobility experience in a partner FET college. MSLETB welcomed colleagues from FET colleges in France and Germany for job shadowing as part of Erasmus+ programmes.
- Mayo College was shortlisted in the Education Awards for Erasmus provider of the Year and Further Education College of the Year in April 2024.
- In the 2024/25 academic year, a total of 119 students from Sligo CFET participated in Erasmus+ mobilities. This included 99 students in three-week short-term exchanges, three in a partner college programme, and 17 learners who took part in an Erasmus+ internship in Barcelona, facilitated by IEPC. These mobilities were supported by 20 accompanying teachers, with destinations including Malaga, Malta, Spain, Tenerife, Germany, Italy, and Portugal.
- Staff mobilities involved 11 teachers, comprising three preparatory visits to Portugal and Italy, two work shadowing experiences at IES Abastos Valencia and POKE College Finland, and six attending training courses in Portugal. Additionally, the KA2 Sustainable Food Choices (ECO BYTE) project facilitated three staff mobilities to France, Majorca, and Ireland, with three staff members participating in each visit.

9.20 The Reach Fund (formerly MAEDF)

- The aim of Reach funding is to provide support to educationally disadvantaged learners in accessing and participating in community education. It aims to increase the participation of educationally disadvantaged learners, particularly those who are undertaking literacy and skills programmes, at National Framework of Qualifications (NFQ) levels 1 to 3. The funding places a strong focus on community education as a way to continue to support and engage with educationally disadvantaged learners.
- In 2024, MSLETB provided €108,877.00 to 36 Community Groups across Mayo, Sligo and Leitrim.

9.21 Contracted Training

- In 2024, MSLETB continued to deploy Contracted Training to provide an agile response to training needs which emerge throughout the year. As part of the rollout of the Leitrim College of Further Education and Training, MSLETB opened the Leitrim Digital Skills Centre as part of our ongoing efforts to boost digital literacy rates throughout the region in addition to offering tech savvy learners the opportunity to avail of digital qualifications through their local ETB.
- Contracted Training aided in the MSLETB response to providing English language training to migrants in our ETB by helping to offer provision in more locations throughout our ETB.
- Contracted Training continues to be our primary delivery mechanism for our employer specific initiatives including Skills to Advance and Skills for Work as well as contributing to Skills to Compete offerings and a range of Further Education supports.

9.22 FET College of the Future

- **Mayo College of Further Education and Training** The cornerstone of MSLETB's vision was laid out in 2021 with the establishment of Mayo College of Further Education and Training. This pioneering institution was formed by merging Castlebar College of Further Education and Westport College of Further Education, creating a more robust and future-oriented educational entity. In 2022, the college's reach was extended by incorporating Moyne College Ballina PLC provision and six VTOS centres across Mayo, further solidifying its presence in the region.
- **Establishment of Sligo and Leitrim Colleges of Further Education and Training** Building on the success of Mayo College, MSLETB made a critical step forward in 2024 by establishing both Sligo and Leitrim College of FET and Leitrim College of FET by amalgamating all PLC and VTOS provision and entities within each County. This expansion aligned with MSLETB's adopted definition of a College of FET as an overarching concept, integrating campuses, centres, hubs, and FET locations across the ETB.
- **MSLETB College of FET: A Centralised Support System** In addition to the three county-based colleges, MSLETB has established an overarching MSLETB College of FET. This central entity is intended to provide crucial support to the county colleges and house a range of centralised services benefiting learners across the entire ETB. Integrated Network of FET Centres.

9.23 Specialists Training Providers (STP's)

- In February, a group of our Equine and Animal Studies students travelled to Claremorris Equestrian Centre over a few weeks to participate in training for the British Horse Society Ride Safe Award. This involved working towards competency both in theory knowledge and practical demonstrations of riding horses safely on the road. This certification is sought after by employers in the equestrian industry and is in many cases a prerequisite to employment. All our students were successful in their training and assessment and achieved certification.
- We were very proud to have one of our Equine and Animal Studies students elected to the National Advocacy Committee of Rehab Group in 2024. They have been a wonderful advocate and voice of the students. In September the student travelled to Leinster House to participate in Rehab Group's Pre-Budget Submission which highlighted the need for increased investment in disability supports and services. They also served as the student representative with a powerful address at NLN Sligo Leitrim's Certification Awards Ceremony.
- Sligo NLN also had a learner that was the national winner of a logo design competition, to commemorate the Rehab Group's 75th anniversary. The logo created reflects NLN's essence. The concept was the idea of community with a symbolic bridge representing the passage of time and how Rehab serves as a bridge to independence for so many.

9.24 Quality Assurance (QA)

- 2024 was an important year for the FET (QA) Team. Work was done to create a harmonised QA manual across Further Education and Training which is now available on our website. The QA Team will work on the continuous review and improvement of its policies and procedures to ensure they are relevant to the learner. The work of the Quality Council and the associated groups and committees, which is to ensure governance across MSLETB FET provision, is critical.
- Mayo Sligo Leitrim ETB FET Quality Council continues to be the overarching governance unit in MSLETB quality assurance governance structure. In this role it ensures that teaching, learning and assessment in Further Education and Training (FET) is quality assured. A key aspect of its role is to ensure that all learners receive an equivalent experience in MSLETB by protecting, maintaining and developing the standards of education and training programmes and related activities in MSLETB.
- The strength of the MSLETB FET Quality Council is that it continues to bring together a diverse range of views, perspectives and experiences of Further Education and Training. This and the commitment of all members of the FET Quality Council provides a level of oversight that ensures there is high-quality level of provision across FET, a culture of continuous improvement and that high-standard programmes are developed and brought to validation. A new learner representative was appointed to the FET Quality Council to give voice to the learner across MSLETB FET provision.

9.25 Programme Development

- MSLETB appointed their first Programme Development Officer in January 2024. The Programme Development Officer works alongside the Quality Assurance team. Programme development is central to our strategic organisational goals, particularly Goal 2: Development and Innovation. We are committed to innovating and enhancing

our offerings to meet both current and future needs, with a specific focus on piloting, developing, and offering new courses, programmes, and apprenticeships to address identified and emerging needs.

- In 2024, the FET Quality Council recommended to the CEO that MSLETB seek validation/ differential validation of a larger number of programmes. These include programmes validated by QQI and leading to awards in: Level 6 Digital Marketing Apprenticeship.
- There have also been a number of micro-credentials developed by MSLETB that can be run under the skills to advance initiative in 2025.

Level 6 Specific Purpose Certificate in Crisis Communications in a Digital Age (10 credits)
Level 6 Specific Purpose Certificate in On-road Driving Assessment (15 credits)
Level 5 Specific Purpose Certificate in Wind Energy with Immersive Technologies (5 credits)
Level 5 Specific Purpose Certificate in Immersive Technology (5 credits)
Level 5 Specific Purpose Certificate in Podcasting Essentials for Business (5 credits)
Level 5 Specific Purpose Certificate in Remote Working (15 credits)
Level 5 Specific Purpose Certificate in Equity, Diversity and Inclusion in the Workplace (5 credits)

- Our Quality Assurance team has also worked to ensure that MSLETB has access to programmes developed nationally, greatly increasing the programme offerings available by MSLETB. These programmes include:

Level 6 Specific Purpose Certificate in Work-Based Learning Practices (10 credits)
Level 5 Specific Purpose Certificate in Sustainable Supply Chain Procurement (5 credits)
Level 5 Specific Purpose Certificate in Construction Skills for Energy Conservation (30 credits)
Level 5 Specific Purpose Certificate in Volunteering for Community Engagement (15 credits)
Level 5 Specific Purpose Certificate in Lean Practice for Sustainable Business (15 credits)
Level 4 Specific Purpose Certificate in Social Innovation in the Community (10 credits)
Level 4 Specific Purpose Certificate in Digital Citizenship (10 credits)
Level 4 Specific Purpose Certificate in Barista Skills (5 credits)
Level 3 Specific Purpose Certificate in Introduction to Climate Justice (10 credits)
Level 3 Specific Purpose Certificate in Drugs and Alcohol Awareness (5 credits)
Level 3 Specific Purpose Certificate in Online Awareness and Responsibility (10 credits)
Level 3 Specific Purpose Certificate in Managing the Sustainable Home (15 credits)
Level 3 Specific Purpose Certificate in Sustainability (5 credits)
Level 2 Specific Purpose Certificate in Managing Money in Everyday Life (5 credits)
Level 2 Specific Purpose Certificate in English for Speakers of Other Languages (20 credits)

Level 1 Specific Purpose Certificate in English for Speakers of Other Languages (20 credits)
Certificate in Sustainable Home Finances (5 credits)
Certificate in Utilities Management for a Sustainable Home (5 credits)
Certificate in Food Management for a Sustainable Home (5 credits)
Certificate in External Wall Insulation Age (10 credits)
Certificate in Retrofitting Skills (10 credits)
Certificate in Lean Principles for Sustainable Business (5 credits)
Certificate in Lean Tools for Sustainable Business (15 credits)
Certificate in Essential Online Media Literacy (5 credits)
Certificate in Essential Online Financial Security (5 credits)
Certificate in Airtightness and Vapour Control (10 credits)
Certificate in Speaking and Listening (10 credits)
Certificate in Writing (5 credits)
Certificate in Reading (5 credits)
Certificate in Speaking and Listening (10 credits)
Certificate in Reading (5 credits)
Certificate in Writing (5 credits)

10. Contact Information

PRÍOMHOIFIG, MHAIGH EO

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WEBSITE

<http://msletb.ie>

11. Glossary

ALL	Adult Literacy for Life
BTEI	Back to Education Initiative
C&AG	Comptroller and Auditor General
CE	Chief Executive
CFE	College of Further Education
CPD	Continuous Professional Development
CRM	Client Relationship Management
CRO	Chief Risk Officer
CTC	Community Training Centre
DE	Department of Education
DEIS	Delivering Equality of Opportunity in Schools
DSP	Department of Social Protection
DFHERIS	Department of Further and Higher Education, Research, Innovation and Science
ESD	Education for Sustainable Development
ESF	European Social Fund
ESOL	English for Speakers of Other Languages
ESBS	Education Shared Business Services
ETB	Education and Training Board
ETBI	Education and Training Board Ireland
EY	Ernst Young Accounting Firm
FET	Further Education and Training
FIT	FastTrack to Information Technology
HR	Human Resources
HSE	Health Service Executive
HSA	Health and Safety Authority
IAU	Internal Audit Unit
ICT	Information and Communications Technology
LCDC	Local Community Development Committee
LTI	Local Training Initiative
MAPP	Multi Annual Procurement Plan
MDM	Mobile Device Management
MEP	Music Education Partnership

MSLETB	Mayo, Sligo and Leitrim Education and Training Board
NFQ	National Framework of Qualifications
NQSF	National Quality Standards Framework for the Youth Work Sector
OSD	Organisation Support and Development
P2P	Purchase to Pay
PLC	Post Leaving Certificate
PLN	Professional Learning Network
QQI	Quality and Qualifications Ireland
REALT	Regional Education and Language Teams
SCP	School Completion Programme
SFW	Skills For Work
SIC	Statement of Internal Controls
SSRP	Sligo Sport and Recreation Partnership
STA	Skills to Advance
STB	Services To Business
STEAM	Science, Technology, Engineering, the Arts and Mathematics
TUI	Teachers Union of Ireland
TY	Transition Year
VEC	Vocational Education Committee
VTOS	Vocational Training Opportunities Scheme

Appendix 1: Gender Balance on Board Membership

Gender Balance in the Board membership

MSLETB is bound by the Education and Training Board, Act 2013 (The ETB Act), and Circular Letter 0083/2024 Code of Practice for ETBs which sets out the Composition of Education Training Boards and their Terms of Reference.

The composition of MSLETB Board (21 members) is comprised as follows:

- 12 members elected by the Local Authority
- 2 staff members (1 male, 1 female)
- 2 parent representatives (1 male, 1 female)
- 5 members from specified bodies appointed in accordance with subsection 11 of the ETB Act.

As of 31 December 2024, the Board of MSLETB constituted 7 female (33%) and 14 male (66.6 %) members. The Board therefore does not fully comply with the Government target of a minimum of 40% representation of each gender in the membership of State Boards. Where practicable, all appropriate measures were taken to meet our gender balance requirements, however, MSLETB has to work within the three Local Authorities, which is not within the influence of MSLETB. Local Authorities were advised by the ETB sector that it was a requirement to adhere to the gender balance requirement in so far as possible.

MSLETB remain firmly committed to promoting gender balance on our boards by ensuring that, should a vacancy arise, the member is replaced within the parameters of the above regulations, being mindful of gender balance at all times.

MSLETB recognise that diversity on our Board and Sub-Committees enhance decision making processes, strengthens governance, reflects the communities we serve and promotes and fosters a culture that values gender equality.

The Board's self-assessment annual evaluation will incorporate an analysis of the gender, diversity and skills mix within the Board including, where relevant and having regard to the provisions of the ETB governing legislation, a critical assessment of the reasons why gender balance in Board membership has not yet been achieved.

Appendix 2: MSLETB Schools, Centres and Committees

SCHOOLS	DETAILS
Mayo	
Coláiste Pobail Acla	Polranny, Achill Sound, Co. Mayo, F28 CP49 http://colaistepobailacla.ie/
Davitt College and Mayo College of Further Education	Springfield, Castlebar, Co. Mayo, F23 VY15 www.davittcollege.com / Newtown, Castlebar, Co. Mayo, F23 EW84 https://ccfe.ie/
Moyne College	Ballina, Co. Mayo, F26 W884 www.moynecollege.ie
Coláiste Chomáin	Rosspport, Co. Mayo, F26 YR99 www.gcr.ie
St. Brendan's College	Belmullet, Co. Mayo, F26 C782 www.stbrendanscollege.com
St. Joseph's Community College	Lowpark, Charlestown, Co. Mayo, F12 WE19 www.sjcc.ie
St. Patrick's College	Lacken Cross, Killala, Co. Mayo, F26 NW52 www.lackencross.ie
St. Tiernan's College	Crossmolina, Co. Mayo, F26 WK25 mayosligoleitrim.etb.ie/school/st-tiernans-college/
Westport College of Further Education	Westport, Co. Mayo, F28 TP82 www.westportcfe.ie
Sligo	
Ballinode Community College and Sligo College of Further Education	Clarion Road, Sligo, F91 DY66 www.ballinodecollege.com / www.sligocfe.ie
Coláiste Iascaigh	Easkey, Co. Sligo, F26 EC56 www.colaisteiascaigh.ie
Coola Post Primary School	Riverstown, Co. Sligo, F52 XE71 www.coola.ie
Corran College	Ballymote, Co. Sligo, F56 DP86 www.corrancollege.com
Grange Post Primary School	Grange, Co. Sligo, F91 F722 grangepps.ie

North Connaught College	Tubbercurry, Co. Sligo, F91 X883 northconnaughtcollege.net
Leitrim	
Carrigallen Vocational School	Carrigallen, Co. Leitrim, H12 TD72 mayosligoleitrim.etb.ie/school/carrigallen-vocational-school
Drumshanbo Vocational School	Drumshanbo, Co. Leitrim, N41 D623 www.dvs.ie
Lough Allen College	Drumkeerin, Co. Leitrim, N41 XT98 www.loughallencollege.ie
Mohill Community College	Mohill, Co. Leitrim, N41 YT72 mohillcommunitycollege.ie

FURTHER EDUCATION AND TRAINING CENTRES	DETAILS
Mayo:	
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
Belmullet 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 Industrial Estate, 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	
Audit and Risk Committee	
Finance Committee	
Further Education and Training Committee	
Youth and Arts Committee	
Youthreach Advisory Committee	
MSLETB also has representatives on the Atlantic Technical University (ATU) at ATU Sligo, ATU Galway-Mayo and ATU Letterkenny	



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

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