

Further Education and Training Courses

CO. KILDARE

2022-2023

Now
Enrolling



BORD OIDEACHAIS AGUS OILIÚNA
CHILL DARÁ AGUS CHILL MHANTÁIN

KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD

Go further with KWETB

“

Welcome



BRENDA LYNCH
Adult Education Officer

Welcome to Kildare and Wicklow Education and Training Board's Further Education and Training Services Brochure for 22/23.

Further Education is for everyone who wants to learn a new skill, improve their language, literacy or digital skills, get a recognised qualification, change career, re-enter the labour market or become more active in their community. Whether you are in employment, looking for a job or want to change something in your life or your community we have course opportunities and advice to help you achieve your goal.

We have FET Centres of Excellence throughout Co Kildare offering a wide range of courses: certified and uncertified; full-time and part-time; daytime and evening. Each Centre has a guidance counsellor offering free, professional, impartial advice and guidance to help you develop a personal or career progression plan.

Our learners progress to employment in healthcare, business including online retail, ICT, manufacturing, industry and many other areas of employment, or to third level colleges. In this brochure you will have an opportunity to:

- Find out where your local Further Education and Training Centre is, using the map on page 3.
- Browse our range of certified and uncertified courses in your local Further Education and Training centres on pages 4-15.
- Virtually tour some of our FET Centres on page 3.
- Enrol online at www.fetchcourses.ie or make an appointment with our Adult Guidance Service for advice or contact a centre directly for more information.

I look forward to you starting your lifelong learning journey now or progressing on your chosen pathway with KWETB.

Brenda Lynch



Chief Executive:
Dr. Deirdre Keyes

Director, Further Education and Training:
Ken Seery

Adult Education Officer – Kildare:
Brenda Lynch

Training Services and Innovation Manager:
Eileen Cullen

Adult Education Officer – Wicklow:
Niamh Maguire

*Adult Education Officer
– Systems and Support Services:*
Catherine Byrne



TAKE A VIRTUAL TOUR TO ONE OF OUR FURTHER EDUCATION AND TRAINING CENTRES

Celbridge Further Education and Training Centre

📺 <https://youtu.be/hndf-y1zb3l>



OUR MISSION

To provide high quality and innovative education, training, youth and supports, which are accessible, responsive to the developing needs of learners, of the community and of society and which promote excellence, equality and social inclusion.

To deliver high-quality, inclusive, innovative education, training, youth and support services.
To promote excellence in all we do and to be a leader at both community and national level.

OUR VISION



Adult Guidance Service



DO YOU NEED HELP OR GUIDANCE?

ARE YOU CONSIDERING DOING A COURSE OR CHANGING YOUR CAREER?

WE ARE HERE TO HELP YOU REACH YOUR POTENTIAL



GUIDANCE SERVICE

Our Guidance Counsellor can support you by:

- Providing you with free, confidential and impartial guidance
- Helping you identify your unique strengths, experiences and current skills
- Supporting you to make informed decisions about your future
- Taking a step-by-step approach to achieve your goals
- Helping you reach your full potential in life

FOR FURTHER INFORMATION:

Coordinator: **Rachael Tuite**

☎ 045-448512 ☎ 087-7006685 📧 guidancekildare@kwetb.ie

Newbridge & Kildare Town: ☎ 045-448512

Athy, Maynooth & Celbridge: ☎ 087-3722234

Naas: ☎ 086-8061569

📱 /kildareadultguidance

🌐 www.kwetbguidanceservice.ie



INFORMATION SERVICE

Our Information Officer can help you with:

- Information on education and training options
- Advice on grants and funding options
- Guidance on entry requirements and qualification levels
- Appropriate support services around careers and education
- Assistance with your CV and application forms

Information Service: ☎ 087-3354577



PLC College – St Conleth’s CC, Newbridge



045-433047 / 431417



www.stconlethsc.ie/plc



PLC courses are full-time, intensive, one-year programmes that are designed to prepare students for entry level employment or progression to further study.

Students who complete a PLC course may apply to third level programmes at Institutes of Technology or Universities through the Higher Education Links Scheme.

Fees may apply. Please contact the PLC College for more information.

Some participants may be eligible for a Maintenance grant which is awarded by SUSI.

Some participants may be eligible for Back To Education Allowance.

- QQI Level 5 Horsemanship, 5M3371
- Level 6 Sports Horse Riding 6M3505
- Level 6 Equine Breeding 6M3507
- Advanced Early Childhood Education
- Level 6 Advanced Certificate in Software Development
- Animal Care
- Applied Psychology with Advanced Social Care
- Art, Craft & Design Portfolio Preparation
- Beauty Therapy
- Business and Digital Marketing
- Early Learning & Care (Childcare 5)
- Nursing Studies
- Security, Criminology and Legal Studies
- Social and Community Care
- Sport, Recreation & Exercise
- Wider Options





Athy FETC

Carlow Road, Athy, Co. Kildare, R14 D272 ☎ 059-8632044

✉ vtosathy@kwetb.ie ✉ abeathy@kwetb.ie 🌐 www.athyfetc.ie

Athy Further Education and Training Centre ▶ <https://youtu.be/0zsqYUCvnJI>

I found the knowledge I gained while doing the Health Care and Social Studies Course during my 2 years with KWETB Athy a tremendous foundation and invaluable for starting 3rd level education
– Helen



PART-TIME: Uncertified, QQI Levels 2 & 3, Daytime and Evening

- English as a second language
- Literacy
- Numeracy
- Beginning Computer Skills



FULL-TIME AND PART-TIME

QQI Level 4 to 6 Daytime and Evening

- Healthcare Support
- Business Administration & Digital Marketing
- Applied Social Studies
- Childcare
- Retail Skills
- Business Studies
- Office Skills
- Computer Skills
- Healthcare
- Bookkeeping & Payroll
- Intro to Construction Studies
- Return to learning courses for early school leavers.

ADULT GUIDANCE SERVICE Details on page 4



YOUTHREACH Details on page 13

Enrol now...
www.fetchcourses.ie

Kildare Town FETC

Bothar na gCorp, Kildare Town, Co Kildare, R51 AX65 ☎ 045-522003

✉ kildarecoursesfetc@kwetb.ie 🌐 www.kildarefetc.ie



PART-TIME:

Uncertified, QQI Level 3, Daytime and Evening

- Basic education including literacy, numeracy and beginners computers
- Word Processing
- Digital Skills
- Communications
- Employability Skills
- Construction Studies

PART-TIME:

QQI Levels 4-5, Daytime and Evening

- IT and Office Skills
- English as a second language
- Early Learning and Care
- Healthcare Support
- Pharmacy Assistant
- Business Administration including Bookkeeping & Payroll
- Intro to Construction Studies



ADULT GUIDANCE SERVICE

Details on page 4

Enrol now...www.fetchcourses.ie



FULL-TIME:

QQI Level 4, 5 & 6

- Introduction to Healthcare
- Introduction to Digital Multimedia
- Introduction to Business and Office Skills
- Health Service Skills
<https://view.genial.ly/5fff00499450fe0cfab7b287/video-presentation-hss>
- Advanced Certificate in Business and Management
- 3D Animation and Digital Multimedia Studies
- Business Studies with Bookkeeping

**ADULT
GUIDANCE
SERVICE**
Details on page 4

PART-TIME:

Uncertified, QQI Levels 2-5, Daytime and Evening

- Help with Reading, Writing, Spelling, and Numeracy
- Computers for Beginners and Improvers
- English Language Classes (A1– C2 on the CEFR)
- ICT and Office Skills QQI Level 4
- Horticulture QQI Level 4
- Healthcare Support QQI Level 5
- Business Studies incl Bookkeeping and Payroll QQI Level 5



I went to VTOS to change my path in life after I hurt myself in an accident, the tutors are so kind and really want you to succeed in whatever you are learning. I am studying two degrees one BA in Sculpture and the other a BA in Education. – Alan Nugent

Enrol now... www.fetchcourses.ie

Naas FETC

Jiginstown, Naas, W91 FT54 ☎ 045-866314

✉ abenaas@kwetb.ie ✉ btenaas@kwetb 🌐 www.naasfetc.ie



PART-TIME:

Uncertified, QQI Levels 2-5,
Daytime and Evening

- Help with Reading, Writing, Spelling, and Numeracy
- Computers for Beginners and Improvers
- English Language Classes (A1– C2 on the CEFR)
- ICT and Office Skills QQI Level 4
- Horticulture QQI Level 4
- Healthcare Support QQI Level 5
- Business Studies incl Bookkeeping and Payroll QQI Level 5



I am very happy that I did the course. It has really helped me with my writing and spelling. My confidence has really improved. My tutor told me to take my time at my work and not to panic. This was good advice. I have realised that learning is for life and asking for help was wise. – Linda



**ADULT
GUIDANCE
SERVICE**
Details on
page 4

YOUTHREACH
Details on
page 13



Enrol now... www.fetchcourses.ie



Maynooth FETC

Manor Mills, Maynooth, W23 V9P2 ☎ 01-6292602

🌐 <https://maynoothfetc.ie> ✉ maynoothfetc@kwebt.ie 📺 [/maynoothfetc/](https://www.facebook.com/maynoothfetc/)

PART-TIME:

Uncertified, QQI Levels 2-5, Daytime and Evening

- English Language Classes
- Using Computers for Everyday Life
- Reading and Writing classes
- Getting Ready for Work or Returning to Study
- Skills for the Work Force or Further Study
- Using Microsoft Teams,
- Word Processing and Text Production,
- Reception and Frontline Office Skills,
- Career Preparation
- Payroll (Online)
- Spreadsheets Methods
- Special Needs Assisting
- Care of the Older Person
- Nutrition
- Human Growth and Development

The digital skills course opened everything up for me and gave me the confidence to take a shot at something new.

ADULT GUIDANCE SERVICE

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YOUTHREACH

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Enrol now... www.fetchcourses.ie



Celbridge FETC

M4 Business Park, Maynooth Road, Celbridge W23 YK2V ☎ 087-3977750

🌐 www.celbridgefetc.ie ✉ celbridgefetc@kwetb.ie 📺 [CelbridgeFETC/](https://www.facebook.com/CelbridgeFETC/)



FULL-TIME:

QZI Levels 4 & 5

- Computer Studies
- Healthcare Support
- Business + Accounting
- E-Business Admin + Digital Marketing
- Pre-University General Studies

“
They believed in me 100% and I was encouraged every step of the way. I had the best time of my life there and I would encourage anyone to take that step and join this wonderful organisation.

– A.T.

PART-TIME:

Uncertified, QZI Levels 2-5,
Daytime and Evening

- Basic education incl literacy, numeracy and beginners computers
- Career Preparation
- English as a second language
- Bookkeeping
- Healthcare Support



ADULT GUIDANCE SERVICE
Details on page 4

CLICK TO VIEW
OUR COURSE
DETAILS



TAKE A
VIRTUAL
TOUR



Enrol now... www.fetchcourses.ie

YOUTHREACH

▶ **Youthreach Video:** <https://www.youtube.com/watch?v=9oIboOhk03k>

▶ **Lexie's work experience in Youthreach:** https://flipgrid.com/s/ady_zHcCx4bc

Youthreach is an education, training and work experience programme for early school leavers aged between 15 and 20, catering for young people for whom mainstream education has not been successful.

Youthreach provides a safe, structured and supportive environment in which to gain qualifications and to achieve life skills with the opportunity for progression to work or further education.

You will have the opportunity to participate in a 2-year full-time programme with learners receiving a training allowance offering QQI Major Awards at Levels 2, 3 and 4 and quality work experience.

COURSES OFFERED:

- Level 2, 3 and 4 General Learning
- L3 Information and Communication Technology Skills
- L3 Construction Skills
- L4 Employability Skills

The Supports offered in our Youthreach Centres are:

- Advocacy/Career Guidance
- Counselling
- English language
- Mentoring
- Literacy, numeracy
- IT device loan scheme

Youthreach has helped me improve socially and has gotten me back into the world! – E.B.



Youthreach is for you if:

- you are aged between 15 and 20, you have left mainstream school early
- you want to further your education
- you are willing to embrace a challenging and exciting opportunity



ATHY:

✉ youthreachathy@kwetb.ie
☎ 059-8638412 ☎ 087-2530804



LEIXLIP:

✉ lorraineosullivan@kwetb.ie
☎ 01-6244084 ☎ 087-4125078



NAAS:

✉ youthreachnaas@kwetb.ie
☎ 045-888938 ☎ 087-1210068



Community Education supports and develops an approach to education that is rooted in the community reflecting the needs of individuals, groups and communities.

If a voluntary, not-for-profit community group wants to offer Community Education in response to a need in their area, we can help you by

- Supporting your group in its development
- Helping in the development of a course or project
- Sourcing tutors
- Accessing funding
- Offering training to group leaders and tutors
- Creating a link to other groups

Community Education is an approach to education in which

- The participants are partners in identifying needs, designing and implementing learning activities
- The goal is personal and community development
- The principles of justice, equality and inclusiveness are valued
- The groups and agencies that we work with include:

Women's groups, Mens groups, Parenting groups, Older persons groups, New Communities, Networks, Health Service Executive, Tusla, Child and Family Agency, County Councils, Home School Liaison Projects, Community Development Projects, Traveller Projects and Partnership Companies.



Community Education projects and courses take place in many locations countywide in partnership with community and voluntary groups and agencies.



For further information on courses contact:

SUSAN CULLINANE

Community Education Facilitator

☎ 045-881863 ✉ communityedkildare@kwetb.ie



Qualifications

DO YOU NEED YOUR FOREIGN QUALIFICATION RECOGNISED ?

Kildare Adult Education Guidance Service

Can offer support, advice and information on recognition of non-Irish qualifications.

Contact us to make an appointment
045-448512 or guidancekildare@kwetb.ie

Nurturing a learning community, enriching educational experience, empowering the pursuit of excellence, whilst leading a culture of entrepreneurship and innovation in the Irish education and training system.

<https://www.instagram.com/p/CeICZ-YNGtt?igshid=MDJmNzVkMjY=>

Fifty Shades Greener 2022 Online Programme (STA1)

The aim of this programme is to provide the knowledge and skills a hospitality or tourism business need, to be able to control and reduce their use of utilities. A reduction of utilities will result in a reduction in its carbon footprint, and a reduction of the running costs of the business. **50 Shades Greener** market the courses as *“The easiest way to implement sustainable actions at your Hospitality business”*.

Rather than asking a business to invest in infrastructure, solar, lighting etc. this programme upskills the business workforce to affect change in reducing the amount of energy or water it uses and how to reduce the amount of waste it produces.

Focused on the three pillars of sustainability...energy, water and waste this programme:

- Establishing baselines and Green KPI's (carbon calculations)
- Monthly benchmarking of utilities
- Short and easy to follow videos, to train all staff members of each organisation.

This programme enables an organisation to embed sustainability practices and spread green messaging to all employees within the hospitality or tourism business.

The programme offers a flexible model of delivery with a self-directed online programme in support of industry needs.



LEARNING OUTCOMES

On completion of this programme learners will have the knowledge and skills to develop, implement and monitor the three pillars of sustainability, energy, water and waste.

Key learning outcomes:

- Set key performance indicators identifying cost and carbon footprint
- Develop, implement, and run an effective green management team
- Raise the awareness of staff across all departments to the benefits and policy of sustainable practices within the business
- Understand and know how to calculate water flow rates and usage within a business setting and complete a water action plan
- Understand and know how to implement a waste management policy within a business setting and complete a water action plan
- Understand and know how to implement energy reduction and management practices within a business setting and complete an energy action plan
- Understand how to develop and implement an environmental policy to your business and leverage marketing opportunities from your sustainable business practices
- Identify and apply for the most appropriate green awards available to your business

Testimonials

The Office Administration course was such a great experience. I completed my work experience in a local company and got a full-time job as a receptionist. The tutors were so good and such a great help. They encouraged me all the way. – **P.M.**

Before I started VTOS I was a bit nervous, and afraid that I would be overwhelmed by the whole experience. However, the experience was great and the staff were very good at putting me at ease. After a couple of days, I felt like I had been here for ages. I have definitely benefited from returning to education, it has given me a purpose again. I feel like I am moving forward in a positive way. It's been a very positive experience; I'd recommend it to anyone who is thinking of doing the same. – **Barry 2017**

"I went to VTOS and now I'm a Regional Manager for an employment support service. I worked in construction since I was 15 and when the crash came joined VTOS. The last thing I thought was that it would lead to going to Maynooth University and getting a joint honours degree in social science. It opened everything up for me and gave me the confidence to take a shot at something new. I've since been working full time supporting teams of people to help others return to work or find different paths themselves. VTOS was the best decision I ever made and I'm forever grateful to the tutors and the other students that helped me during my time there. You mightn't know what you want to do, like I didn't, but getting in to talk to them would be a good start." – **Paul O'Connor**

When I first applied to study art, I thought it would be a great way to socialize while improving on my hobbies. The staff and my peers were so wonderful and supportive. It is through their help and encouragement that not only did I complete my course, but I also was able to secure a place in my 1st choice at 3rd level college. I never would have considered this 2 years ago. I cannot thank everyone at VTOS Athy enough for all their support and encouragement. I will never forget you all." – **Laura 2020**

Contact Details

ATHY FETC

PART-TIME

Imelda Carroll/Suzanne Kelly

☎ 059-8633270

☎ 087-1310008/087-2149471

✉ abeathy@kwetb.ie

✉ bteiathy@kwetb.ie

GUIDANCE

Shane Barrett

☎ 087-3722234

✉ shanebarrett@kwetb.ie

f /kildareadultguidance

FULL-TIME/PART-TIME

Una Burke

☎ 059-8632044

☎ 087-9787727 ☎ 087-3527407

✉ vtosathy@kwetb.ie

YOUTHREACH

Niamh Fingleton

☎ 059-8638412 ☎ 087-253080

✉ youthreachathy@kwetb.ie

☎ infoathy@kwetb.ie

f /athyfetc ☎ /Athyfetc ☎ /Athyfetc

KILDARE TOWN FETC

PART-TIME

Imelda Carroll

☎ 045-522003

✉ abekildaretown@kwetb.ie

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f /kildareadultguidance

MAYNOOTH FETC

PART-TIME

Deirdre Curtin

☎ 01-6292602 ☎ 087-6270650

☎ https://maynoothfetc.ie/

✉ maynoothfetc@kwetb.ie

GUIDANCE

Shane Barrett

☎ 087-3722234

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f /kildareadultguidance

CELBRIDGE FETC

FULL-TIME/PART-TIME

Eilis Clare

☎ 087-3977750

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f /CelbridgeFETC

NAAS FETC

PART-TIME

Roy Brennan

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☎ /naasfetc_adult_education

YOUTHREACH

Jonathan McNab

☎ 045-888938

☎ 087-1210068

✉ youthreachnaas@kwetb.ie

Contact Details

LEIXLIP YOUTHREACH

YOUTHREACH

Lorraine O'Sullivan

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CO. KILDARE

COMMUNITY EDUCATION

Susan Cullinane

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f /communityeducationservice

YOUTH OFFICER

Lorraine Flynn

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NEWBRIDGE PLC

ST. CONLETH'S COMMUNITY COLLEGE

Deirdre O'Loughlin

☎ 045-437505/045-431417

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🌐 www.stconlethsc.ie/plc f /StConlethsCC

NEWBRIDGE FETC

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GUIDANCE

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The contents of this brochure is for information purposes only and should not be viewed as the basis of a contract between Kildare and Wicklow ETB and any student or other person. Kildare and Wicklow ETB reserves the right to cancel any course and/or amend courses, fees, regulations, times or venues at any time. Every effort has been made to ensure the information contained in this brochure is accurate. Kildare and Wicklow ETB is not liable for any errors or omissions.

Acknowledgement:

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Education and Training for WORK AND LIFE



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CHILL DARA AGUS CHILL MHANTÁIN

KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD


KILDARE OFFICE

KWETB Administrative Offices

Áras Chill Dara, Devoy Park, Naas, Co. Kildare

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 045-988000

WICKLOW OFFICE

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SOCIAL MEDIA

 /kwetb  /kwetb



Check out the full list
of courses on...
www.fetchcourses.ie



Rialtas na hÉireann
Government of Ireland



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Aontas Eorpach
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SOLAS
learning works

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