

Coláiste Íde  
College of Further Education



# night classes

september 2011



[www.colaisteidenightschool.wordpress.com](http://www.colaisteidenightschool.wordpress.com)

# Coláiste Íde Adult Education Programme 2011-2012

Career-related evening courses

Enrolment dates are:

Mon 5th, Tues 6th & Thurs 8th of September 2011, from 6.30 – 8.30pm.

Course Fees

The course fees charged are college tuition fees. They do not include examination fees, books or membership of professional bodies, unless otherwise stated.

Course fees must be paid in full on enrolment and are refundable only in the event of a class not forming.

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## Principal's Letter

A word of welcome to Coláiste Íde College of Further Education. It is always a difficult decision to know what area of study to pursue after completing full-time education. It is often more difficult, if you left full-time education many years ago, to make that decision to return and to take up where you left off. That's where we can help.

Our Night School courses have been developed to provide students with options to study in their areas of interest. Students can pursue those interests in higher education, move directly into the workplace, or just enjoy a hobby or leisure-related course in a relaxed and informal setting. Our courses also provide a route into the second-chance education system, which allows students to acquire new skills or re-acquaint with skills acquired at an earlier stage in life. At a time of recession, upskilling and retraining are key to building a dynamic economy and availing of new employment and business

opportunities into the future.

Coláiste Íde's Night School has been providing courses at different levels, and in a wide variety of specialisms, for decades. It has developed a reputation for delivering effective and relevant career-related courses and also boasts a wide range of hobby and occasional courses, which play a vital role in the social and educational fabric of our community.

Over the years, our students have achieved success in a wide range of areas of study, and have moved on directly into employment or higher education institutions. They are our ambassadors of success, our track record of achievement, determination and excellence in education.

Kind Regards,

**Malachy Buckeridge**  
Principal.



# Business & Professional Courses

## **Accounting Technician (Accounting Technicians Ireland)**

The course fee does not include books and the ATI examination and registration fees. Fully funded places for job seekers are available; apply via [www.bluebrick.ie](http://www.bluebrick.ie) (places are limited). This course is suitable for those intending to pursue a career in accounting and finance.

• **Year 1 Foundation (New Syllabus)**

• **Year 2 Admission (New Syllabus)**

Tues & Thurs 7.00 - 10.00

25 Weeks; €750

<http://www.accountingtechniciansireland.ie>

[http://www.accountingtechniciansireland.ie/Files/Documents\\_and\\_Forms/Student\\_Prospectus\\_2011-12.pdf](http://www.accountingtechniciansireland.ie/Files/Documents_and_Forms/Student_Prospectus_2011-12.pdf)

## **Certificate of Professional Competence in Road Transport Operations Management**

The course fee does not include CILT examination fee. A Certificate of Professional Competence is a certificate that is issued by the Chartered Institute of Logistics and Transport in Ireland, on behalf of the Department of Transport, to a candidate who has successfully passed the examinations at the end of this course. It provides proof that the candidate is professionally competent to act as a transport manager. In order to apply for an operator's licence, the candidate must meet the requirements of good repute, appropriate financial standing and professional competence.

Tues & Thurs 7.00 -10.00

13 Weeks; €750

<http://www.cilt.ie/>

<http://www.cilt.ie/education/our-courses/cpc-in-road-transport-operations-management.html>

## **FETAC Employment Law (Component Certificate)**

This FETAC Level 6 Component Certificate

in Employment Law course is designed to equip participants with knowledge of the component parts of employment law and an appreciation of how employment law principles work in practice. In addition, candidates who successfully complete this course will develop an in-depth understanding of the statutory frameworks which regulate the employer/employee relationship.

Thurs 7.00 -10.00

7 Weeks; €170

<http://www.fetac.ie>

<http://www.fetac.ie/doc/WelcomeServlet?DocId=0901df9e80002481>

## **Primary Certificate in Food Hygiene (EHOA)**

There is a legal requirement that all food handlers undertake food safety training commensurate with their duties. This course takes into account all of the recent changes and requirements in food safety legislation and standards. This food safety course updates all existing materials and focuses on the requirements under Regulation (EC) 852/2004 (Hygiene of Foodstuffs). The areas covered are basic microbiology, food hygiene, work practices, HACCP.

Tues 6 -10; 2 Weeks; €140

## **Management of Food Hygiene (NHP)**

This course is designed for supervisors and managers in the food industry. The areas covered are: introduction to food safety (overview of basic microbiology and food safety laws), food contamination and food poisoning, food delivery and storage, food preparation, cooking and service, personal hygiene, layout and design of a food premises, pest control, cleaning procedures and an introduction to HACCP (Hazard Analysis and Critical Control Points) National Hygiene Partnership FÁS Cert. IHF

Thurs 7 - 10 pm; 10 Weeks; €300

# Business & Professional Courses

## **FETAC Payroll Manual and Computerised (Component Certificate)**

The module is designed to enable the learner to acquire the skills necessary to record, edit, interpret and analyse payroll data, using manual and computerised payroll systems. Candidates who successfully complete this module will be able to work effectively and efficiently in a HR or accounts department, dealing with the payroll function.

Tues 7.00 - 10.00

7 Weeks; €170

<http://www.fetac.ie>

<http://www.fetac.ie/doc/WelcomeServlet?DocId=0901df9e80002664>

## **FETAC Care of the Older Person Level 5 (Component Certificate)**

The module is designed to equip learners with the knowledge and skills to provide care for older people in a variety of settings. Learners must spend a minimum of 20 hours caring for/working with an older person in order to complete the programme assessment.

Thurs 7.00 – 10.00

7 Weeks; €170

<http://www.fetac.ie>

<http://www.fetac.ie/doc/WelcomeServlet?DocId=0901df9e800020ef>

## **Certificate in Childcare FETAC Level 5 DCHSC**

Tuesday/Thursday 7.00 – 10.00

### **Year 1**

#### **• Communications**

Tuesday & Thursday 7.00 - 10.00

19th Sept to 10th Oct

#### **• Caring for Children**

Tuesday & Thursday 7.00 - 10.00

17th Oct to 14th Nov

#### **• Occupational First Aid**

Tuesday & Thursday 7.00 - 10.00

23rd Jan to 13th Feb

#### **• Working in Childcare**

Tuesday & Thursday 7.00 – 10.00

27th Feb to 19th Mar

### **Year 2**

#### **• Special Needs Assisting**

Tuesday & Thursday 7.00-10.00

19th Sept to 10th Oct

#### **• Early Childhood Education**

Tuesday & Thursday 7.00 - 10.00

17th Oct to 14th Nov

#### **• Child Development**

Tuesday & Thursday 7.00 - 10.00pm

23rd Jan to 13th Feb

#### **• Work Experience**

Tuesday & Thursday 7.00 – 10.00

27th Feb to 19th Mar

4 Week Module; €170

<http://www.fetac.ie/fetac/awardsDirectory.do?method=getMajorAwardDetails&majorAwardId=5438>

## **Supervision in Childcare Level 6 DCXXX**

Tuesday/Thursday 7.00 - 10.00 pm

Students must have experience of the childcare industry and have the FETAC Level 5 Childcare award (DCHSC).

#### **• Supervision in Childcare**

Tuesday & Thursday 7.00 -10.00

September to December

#### **• Social and Legal Issues in Childcare**

Tuesday & Thursday 7.00 -10.00

January to June

#### **• Child Development**

Tuesday & Thursday 7.00 -10.00

5 Week Module; €220

September to December

#### **• Early Childhood Programmes**

Tuesday & Thursday 7.00 -10.00

January to June

5 Week Module; €220

<http://www.fetac.ie/fetac/awardsDirectory.do?method=getMajorAwardDetails&majorAwardId=5441>

# Business & Professional Courses

**\* Higher Certificate in Business Procurement HETAC Level 6.1**

**\* Higher Certificate in Business Procurement HETAC Level 6.2**

**\* Bachelor of Business, Procurement And Supply Management HETAC Level 7**

**Irish Institute of Purchasing and Materials Management**

Course fee does NOT include IIPMM

registration or examination fees.

This course is suitable for those interested in pursuing a career in procurement.

Fully funded places for job seekers are available. If you are a job seeker, to apply visit [www.bluebrick.ie](http://www.bluebrick.ie) (places are limited); for queries, please contact Elizabeth at [ezuba@iipmm.ie](mailto:ezuba@iipmm.ie)

Tues & Thurs 6.30 – 10.00

25 Weeks; €1,000

<http://www.iipmm.ie/>

# Information Technology Courses

## PC Maintenance

Thursday 7.00 - 9.30

This course is suitable for those who wish to gain a basic knowledge of PC maintenance; hardware and software repair are covered.

10 Weeks; €170

## European Computers Driver's Licence

Tues 7.00 -10.00

20 Weeks; €525

<http://www.ecdl.ie>

## How to use the Internet

Tues 7.00 - 9.30

Learn how to book a holiday, shop online, use email, Facebook, LinkedIn, and do simple tasks using the internet that make your life that little bit easier.

5 Weeks; €135

# Leisure Related Courses

## Conversational Irish

Thurs 7.00 - 9.00. This course is suitable for those wishing to improve their level of conversational Irish.

5 Weeks; €100

## Creative Embroidery

Tues 7.00 - 9.00

A contemporary mix of art, self-expression and craft.

10 weeks; €150

## Dressmaking

Thursday, 7.00 - 9.30

10 Weeks; €150

## Cooking on a Shoestring

Tues 7.00 - 10.00

10 Weeks; €150

## Oriental Cooking

Thursday 7.00 - 9.30

10 Weeks; €150

## New Baby's First Year:

### What to Expect

Thursday 7.00 - 9.30

10 Weeks; €150

## Making Science Fun

Tues 7.00 - 9.00

10 Weeks; €140

## Digital Camera Photo Editing

Thurs 6.30 - 8.30

10 Weeks; €140

## Introduction to Healing Massage

Sat 10.00 - 1.30

5 Weeks; €100

## Introduction to Massage

Sat 10am -12.30pm

6 Weeks; €100

## Introduction to Reflexology

Sat 2.00 - 4.30

5 Weeks; €100

## Life Skills Coaching

Thursday 7.00 - 10.00

5 Weeks; €100

## Makeup and Skincare

Thursday 7.30 - 9.30

10 Weeks; €160

## Public Speaking Confidence

Thursday 7.30 - 9.30

10 Weeks; €150

# Beauty Industry Courses

## Diploma in Anatomy Physiology and Body Massage ITEC

Tues & Thurs 7.00 - 10.00

The course covers three main areas:

- **Anatomy and Physiology**
- **Holistic Massage**
- **Business Awareness and Professional Conduct**

Approximately 60% of course time is devoted to practical techniques. The theory component includes anatomy and physiology, professional conduct, business awareness and first aid.

20 Weeks; €850

<http://www.itecworld.co.uk/>

## Diploma in Aromatherapy ITEC

Tues 7.00 - 10.00

This course is for post graduates with Holistic Massage or those with Unit 22 and Anatomy & Physiology. The course is ideal for qualified reflexologists.

Aromatherapy is the use of essential oils derived from plants, flowers, trees herbs and seeds for their therapeutic properties. Course content includes the following: the history of aromatherapy, study of 42 popular essential oils, blending of oils, contraindications to essential oils, carrier oils, storage and care of essential oils, aromatherapy massage of face and whole body.

20 Weeks; €520.00

<http://www.itecworld.co.uk/>

## Diploma in Makeup ITEC Unit 10

Tues 7.00 - 10.00

This is a practical course. Participants will learn to apply day and evening makeup, wedding makeup and makeup for photography, to a professional standard.

20 Weeks; €520

<http://www.itecworld.co.uk/>

## Diploma in Manicure and Pedicure ITEC

Thursday 7.00 - 10.00

This course is aimed at students wishing to learn how to care for their hands/feet and nails and how to give a manicure and pedicure. The course entails both theory and practical training, which will include: basic nail paint and French polish, structure of the nail, anatomy and physiology of the hands and feet, conditions of the hands and feet, nail diseases and disorders, cosmetic chemistry, and health and hygiene.

10 Weeks; €520

<http://www.itecworld.co.uk/>





## Ionad Foghlama Oscailte

### Open Learning Centre Coláiste Breisoideachais Coláiste Íde

Cardiffsbridge Road, Finglas, Dublin 11.

Tel: 834 2333 / 844 3255; Fax: 834 7242

E-mail: [forourkeolc@eircom.net](mailto:forourkeolc@eircom.net) - [www.olcfinglas.net](http://www.olcfinglas.net)

Drop in when you want, study at your own pace. Obtain a recognised qualification.

Note: Booking will only be taken on a week-to-week basis.

Course	Duration	Price
Computers for beginners` Learn to type	30hrs./Flexible	€40
Introduction to the internet	30hrs./Flexible	€30
Honours Maths tutorial	40hrs./Flexible	€40
Pass Maths tutorial	30hrs./Flexible	€30
*(Both of these math tutorials are designed only as an aid to students in the process of studying for their Leaving Certificate.)		
Pre ECDL (An introduction to: Microsoft Office.)	40hrs./Flexible	€50
ECDL (European Computer Driving Licence; cost includes exams and skill card. ECDL is the internationally recognised qualification.)	120hrs./Flexible	€175
Word Processing	40hrs./Flexible	€40
Microsoft Excel	40hrs./Flexible	€40
Microsoft Access	40hrs./Flexible	€40
Advanced Word	60hrs./Flexible	€190
Advanced Excel	60hrs./Flexible	€190
Advanced Access	60hrs./Flexible	€190
Advanced PowerPoint	60hrs./Flexible	€190
N+	80hrs./Flexible	€100
*This price excludes the cost of exams.		
A+	80hrs./Flexible	€100
*This price excludes the cost of exams.		
Security +	80hrs./Flexible	€100
*This price excludes the cost of exams.		

### Flexibility in Training

- Computers on Wheels: bringing our computer expertise to your company, office, community centre
- Distance Learning Courses
- Tailored computer courses to meet your requirements
- Pearson VUE Testing Centre
- ECDL Testing Centre

Talk to our Director, Fergus O'Rourke, for more details.

## About us

In September of 1994, the Open Learning Centre began its life as a centre with an ethos to provide: 'Educational opportunities for people who require flexibility with their education and for those not in main stream education'. It is also required to provide 'quality flexible education to the unemployed, lone-parents, house-parents, and the disabled.'

The centre provides access to education in a flexible and open way. Its policy is to provide access to learning facilities in a manner appropriate to the needs of the individual. Learning resources are provided at times and at a level that suits the students, rather than depending on prescribed timetables and syllabi to which the students must adapt.

*Open Learning allows the student:*

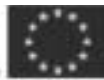
- \* Access to study when they want
- \* Flexibility
- \* Cost effective courses
- \* Friendly facilitation and delivery

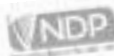
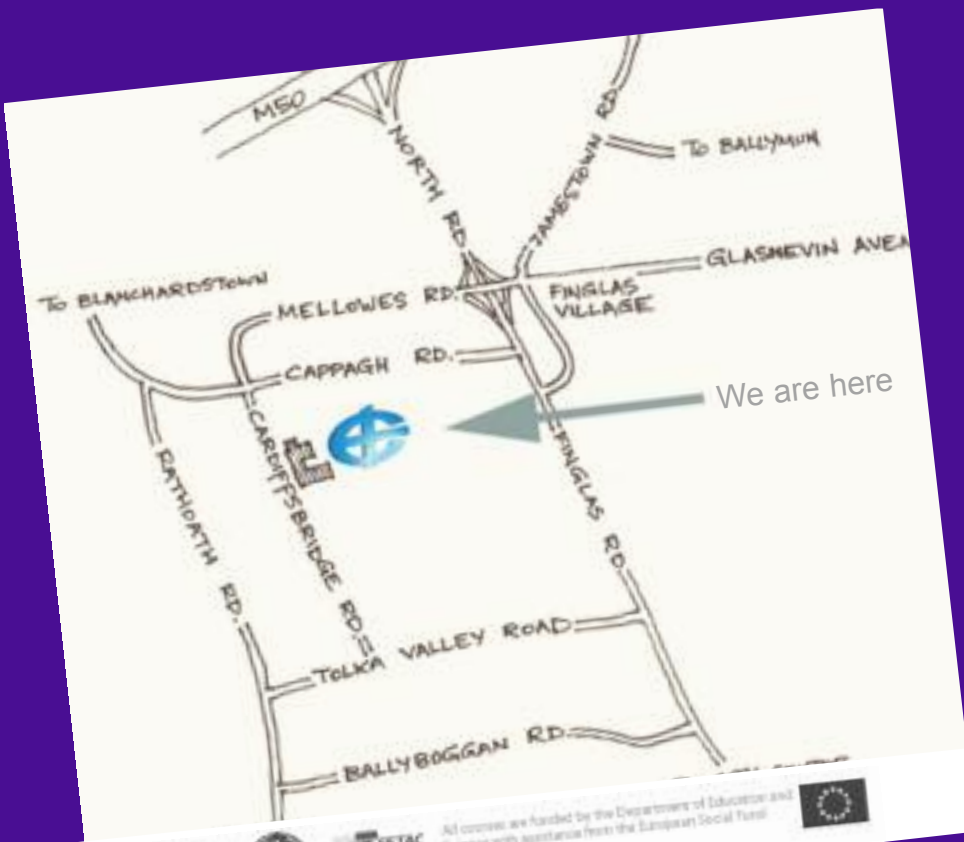
### Opening Hours:

Monday	9-5
Tuesday	1-9
Wed	1-5
Thursday	9-9
Friday	9-5



Fergus O'Rourke,  
Open Learning Director





All courses are funded by the Department of Education and  
 Science with assistance from the European Social Fund



# Your future starts here

Coláiste Íde is served by the following bus routes: 40, 40A, 40B, 40C, 17A, 103, 220, 83, 19A, 104.

**Coláiste Íde, Coláiste Breis Oideachais,**  
 Bóthar Dhroichead Chairdif, Fionnghlas Thiar, Baile Átha Cliath 11.  
 Cardiffsbridge Road, Finglas West, Dublin 11.  
 Tel/Uimhir Ghutháin: 834 2333 / 834 2450; Facs/fax: 834 7242  
 Ríomhphost/Email: [general.enquiries@ide.cdvec.ie](mailto:general.enquiries@ide.cdvec.ie)  
 Suíomh Gréasáin/Web: [www.colaisteidenightschool.wordpress.com](http://www.colaisteidenightschool.wordpress.com)

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# Coláiste Íde

Your community, your college  
 Do chomhphobal, do choláiste