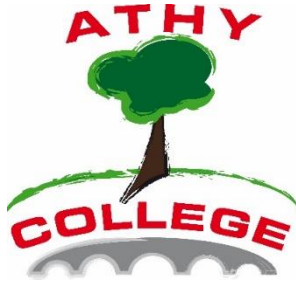


Athy College ,
Athy, Co. Kildare.
Coláiste Áth-Í,
Áth-Í, Cho. Chill Dara.

Principal:
Deputy Principal:

Richard Daly
Patrick Maguire

E: mail@athycollege.ie
T: (059) 8631663
F: (059) 8632211



Athy College Kildare

Leaving Cert Applied Policy

Signed: _____
Chairperson of Board of Management

Approval Date: _____

Signed: _____
Principal

Approval Date: _____

MISSION STATEMENT

In a caring school we are dedicated to fostering educational excellence empowering all students to reach their full potential – academic and social, physical and spiritual. Through partnership and cooperation, we openly respect and nurture the dignity and uniqueness of each individual’.

ETHOS

Athy College is a caring school. The staff are dedicated to fostering educational excellence and earnestly endeavour to empower all students to reach their full potential – academic and social, physical and spiritual. Through partnership and cooperation, the staff of Athy College respect and nurture the dignity and uniqueness of everyone.

Athy College defines education as the on-going development of all students so that they may realise their true and best selves. The college motto is “Fas agus Foghlaim” (Lifelong Learning). From the outset students are taught they are partners in their own education. The school aims to prepare students for public examinations, in an age when academic qualifications are indispensable for admission to further education and entry into employment. The school recognises that its students are of varying cultural and social backgrounds and have a wide variety of aspirations and abilities.

The school embraces the vital role that parents, and guardians play in the overall education for their children. The school also recognises the importance of the community in which the student lives. For this reason, every effort is made to ensure that the student is aware of his/her role in the community and is encouraged to be positively involved in the wider community.

Overall Aims of the Leaving Cert Applied Programme

Athy College offers the Leaving Certificate Applied Programme (LCA) as a two-year programme post Junior Certificate. It is a distinct, self-contained two-year Leaving Certificate programme aimed at preparing students for adult and working life.

It emphasises forms of achievement and excellence which the Established Leaving Certificate has not recognised in the past. It recognises the talents of all students and provides opportunities for development in terms of responsibility, self-esteem and self-knowledge.

It is an innovative programme in the way students learn and in the way their achievements are assessed. It offers learners specific opportunities to prepare for and progress to further education and training. LCA places emphasis on continuous assessment and preparation for the world of work.

The aims and objectives of the LCA Programme reflect those specific to the guidelines published by the Department of Education and Skills, namely:

- Education that recognises the talents of all students and helps them apply what they learn in the real world.
- Education that provides opportunities for development in terms of responsibility, self-esteem and self-knowledge.

ADMISSION PROCEDURES

- An information meeting for all students of Third Year and TY will be held to outline the LCA programme to all prospective students.
- Following the information presentation, LCA Application Forms are made available to students/parents/guardians.
- Completed Application Forms (See Appendix 1) must be returned to the school on or before the closing date specified. (Late applications may not be considered.) Acceptance of the completed application form does not confirm or imply an expectation of being offered a place on the Programme.
- An external applicant must firstly apply to be accepted as a student of Athy College by completing the Student Transfer Application Form. If accepted as a student of Athy College, the student may then request and complete an LCA Application Form. The student is then subject to the same admission procedures as internal applicants.

Preference will for the LCA Programme will be given to current Athy College students when processing applications.

- An LCA Selection Committee will be established and all applicants will be interviewed by the Selection Committee.

The following criteria will help ascertain suitability for the Programme:

- Level of interest indicated by the candidate at interview.
- Willingness to participate fully in all elements of the LCA Programme.
- Student's satisfactory attendance record in school.
- Student's behavioural record over the their time in Athy College, or in the case of an external candidate, the student's previous school.
- An assessment of the student's competence and value to be derived from participation in key elements of the LCA Programme.
- Assessment of the contribution the applicant can make to the LCA Programme.

- The applicant's pastoral care needs as communicated by the Year Head,
- HSCL, Guidance Counsellor and/or other professionals in the school.

Following final selection by the Selection Committee, successful candidates will be offered a Provisional Place on the Programme and their Parents/Guardians will be informed by letter. This provisional place on the Programme will be subject to their signing the LCA Contract. (see Appendix 2) Students who return a signed LCA Contract are considered accepted to the LCA Programme of Athy College.

CURRICULUM FRAMEWORK

The LCA Curriculum of Athy College follows the LCA Curriculum Framework and Module Descriptors as specified by the Department of Education and Skills.

VOCATIONAL PREPARATION VPG

- English and Communications

VOCATIONAL EDUCATION

- Mathematical Applications
- I.C.T.
- Vocational Specialisms (2)

GENERAL EDUCATION

- Arts Education
- Social Education
- Languages
- Leisure and Recreation

ELECTIVE COURSES

The school will decide upon the Specialisms and Elective Modules for each year group based on student need, staff allocations and teacher expertise as well as parental expectation and local resources.

ASSESSMENT

Assessment of the LCA Programme follows the Guidelines and procedures set out by the Department of Education and Skills as follows:

The Leaving Certificate Applied Assessment takes place over two years under three headings:

1. Satisfactory Completion of Modules.
2. Performance of Students Tasks.
3. Performance in the Terminal Examinations.

MODULES

At the end of each Session a student is credited on satisfactory completion of the appropriate Key Assignments for each Module. 90% Attendance is a requirement for awarding credits for the Module.

STUDENT TASKS

Seven student tasks are completed over four sessions. Each student is required to produce a report on the process of completing the Task. Student Tasks (Projects) are assessed by External Examiners appointed by the Department of Education and Skills.

TERMINAL EXAMINATIONS

Terminal Examinations are in the following subjects:

- English and Communications
- Mathematical Applications
- Social Education
- Languages
- 2 Vocational Specialisms

CERTIFICATION

Students who successfully complete the Programme will receive a certificate from the State Examinations Commission. All credits awarded will be recorded on the Leaving Certificate Applied Certificate.

CERTIFICATE LEVELS

AWARD RESULT

Pass 60-69%

Merit 70-84%

Distinction 85-100%

CREDITS

120-139 credits

140-169 credits

170-200 credits

Programme Co-ordinator

The LCA Programme Co-ordinator is Ms Lawlor.

WORK EXPERIENCE

Work experience is an essential part of Leaving Certificate Applied. Students must arrange their own work experience placements and must attend work during the designated work placement block. It is important that students choose their work experiences carefully. It is recommended that work experience be completed in at least two different career areas.

It is the responsibility of the student to acquire a work experience placement before the start of both Year 1 and Year 2. Students are not allowed to complete their work experience in a workplace in which they already have a part- time job.

For each work experience placement students must satisfactorily complete the Work Experience Diary. Students will be monitored carefully on work experience placements and a member of the teaching staff will telephone/ visit and interview both the student and their employer.

Businesses in the locality are very generous in offering Athy College students work placements and providing valuable feedback to students and the coordinator. Athy College appreciates the fact that local businesses support us by providing work placement for our LCA students and we expect that our students will behave themselves appropriately and work to the best of their ability while on work placement.

Appeals

A student who fails to secure a place in the LCA Programme may appeal the decision to the Principal within seven days of receipt of notification. Thereafter, an appeal can be made to the Board of Management within seven days of receipt of notification of the outcome of the appeal to the Principal. Please note that no further information can be brought to the Appeals Process

Ratification by Board of Management

This policy was adopted and ratified by the Board of Management.

Appendix 1 – LCA Application Form

Leaving Cert Applied Application Form

Please return this signed form to Mr Maguire on or before Monday 14th March 2022

Name: _____ Class: _____

Address: _____

1. Why do you want to do the Leaving Cert Applied Course?

2. What career do you wish to take up when you leave school?

3. Are you prepared to commit to the following: - (Please tick as appropriate)

Behave appropriately and respectfully in school and at school activities?	Yes ___ No ___
Have 90% attendance for each subject module	Yes ___ No ___
Complete all key assignments for each module	Yes ___ No ___
Complete the tasks as required by the Programme	Yes ___ No ___
Meet all deadlines for key assignments and tasks	Yes ___ No ___
Wear the full school uniform every day	Yes ___ No ___
Bring all necessary equipment, books, resource materials to class every day	Yes ___ No ___
Take full responsibility for arriving to school and every class on time	Yes ___ No ___
Co-operate with your classmates (equipment, stationery, etc)	Yes ___ No ___
Be co-operative, polite and friendly in your relationships with others	Yes ___ No ___

Appendix 2 – LCA STUDENT CONTRACT

Leaving Cert Applied Student Contract

The Leaving Certificate Applied teaching team within Athy College believes there are certain attitudes and actions that are essential to the successful completion of the Leaving Certificate Applied Programme. We have set these down in this document. We want every prospective candidate, and their parents or guardians, to read this document and to sign the contract if they are willing to accept the requirements set out.

Attendance

A minimum 90% attendance is a basic requirement of the Leaving Certificate Applied. Lengthy or repeated absence must be covered by a medical cert. Any holidays taken during the two-year Programme will not be accepted as a legitimate absence and will result in participants losing out on credits. This means that they will not achieve a high result at the end of the two years. In the case of high/prolonged unexplained absences students may lose their place on the course.

Application to class work

We expect that every student will do his or her best in relation to class work. Credit will not be given for work that is not of an acceptable standard.

Work Experience

Work experience is an essential part of Leaving Certificate Applied. Students must arrange their own work experience placements. It is important that students choose their work experiences carefully. It is recommended that work experience be completed in at least two different career areas. Students are not allowed to complete their work experience in a workplace in which they already have a part-time job. For each work experience placement students must complete satisfactorily the Work Experience Diary. Students will be monitored carefully on Work Experience placements and a member of the teaching staff will telephone/ visit and interview both the student and their employer.

Behaviour - LCA students are expected to adhere to the Athy College rules and code of behaviour as laid out in the student journal.

.....
I have read and understand the above LCA Student Contract and agree to abide by the requirements set out above.

Student Signature: _____ Date: _____

Parents/ Guardians Signature: _____ Date: _____