



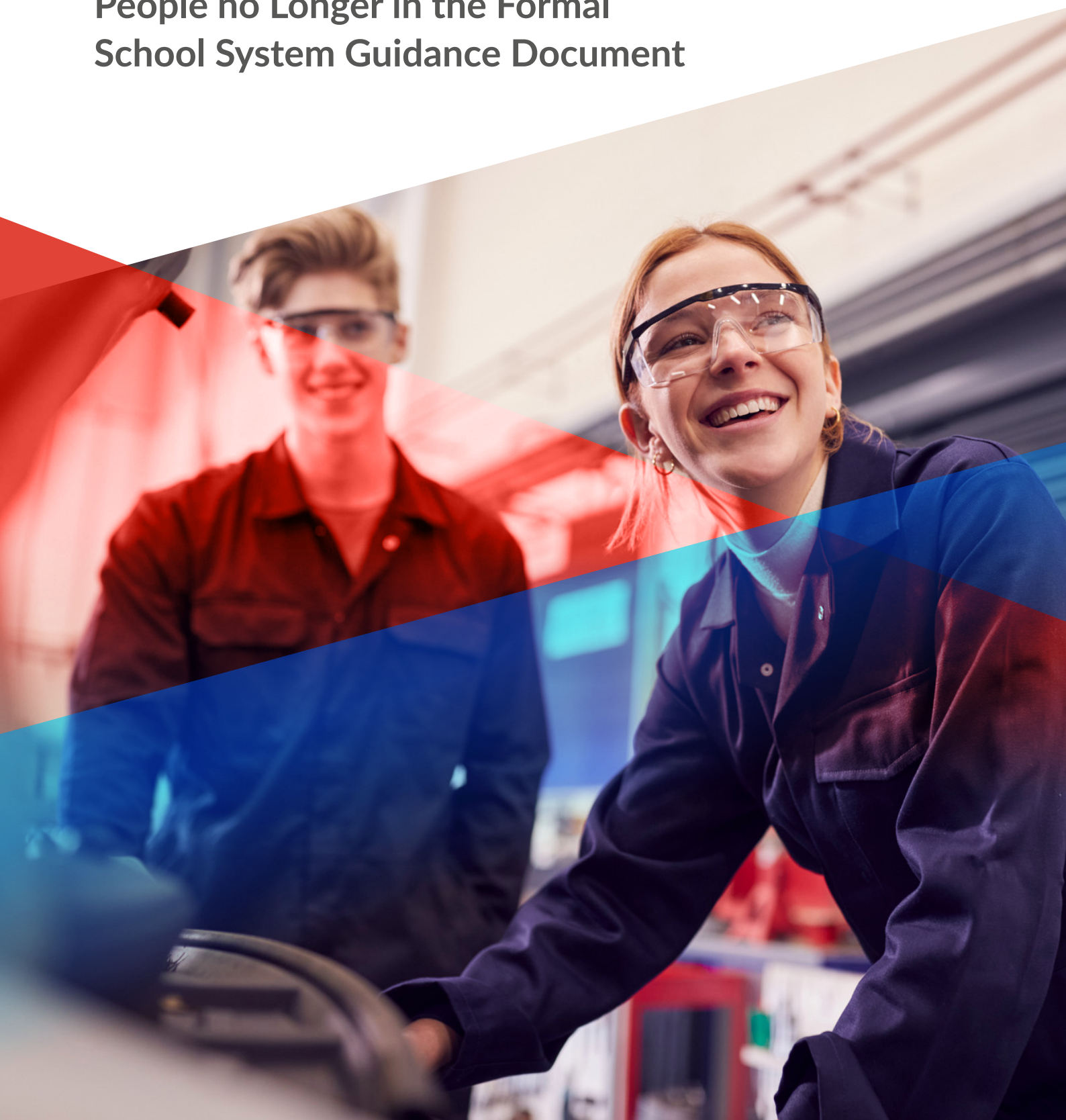
An Roinn Dlí agus Cirt
Department of Justice

SOLAS
learning works



An Roinn Breisoideachais agus Ardoideachais,
Taighde, Nuálaíochta agus Eolaíochta
Department of Further and Higher Education,
Research, Innovation and Science

Further Education, Training and Employment Progression Opportunities for Young People no Longer in the Formal School System Guidance Document



Further Education, Training and Employment Progression Opportunities for Young People no Longer in the Formal School System

It is well established that young people who leave formal education prematurely and do not make the transition into employment can be permanently affected by prolonged periods spent out of the education system or in unemployment, which can continue to have severe impacts on their longer-term outcomes throughout their lives across earnings, education, health, and housing.

This is recognised in the Youth Justice Strategy 2021 – 2027 in which there is a strategic objective (2.2) to address the effects of disengagement from education and early school leaving, and support those who may be vulnerable to disengagement, including with reference to relevant reviews and reports. This objective commits that:

- Youth Diversion Projects will provide assistance to schools to help retain children within the education system whose behaviour may bring them in contact with the youth justices system;
- That action will be taken to support inclusive educational environments;
- To publish a report on Out of School provision and explore alternative options where mainstream school options have been exhausted;
- To align the development of Youth Justice initiatives, in particular Youth Diversion Projects, and the further development of access to work based learning opportunities e.g. traineeship and/or apprenticeship.

The strategy also pledges to continue the work of the University of Limerick REPPP team as a research partnership for youth justice, to support implementation of this Strategy. This includes the commitment to support improved practices for schools to retain children in the education system whose behaviour may bring them in contact with the youth justice system.

SOLAS, the Further Education and Training Authority is responsible for leading change in the Further Education and Training sector in Ireland. Working with its partners in the 16 Education and Training Boards, SOLAS' mandate is to ensure the provision of cutting-edge, high-quality, learner-focused, Further Education and Training programmes for various groups of learners.

The Further Education and Training (FET) Sector has an extensive and diverse range of education programmes that reach a wide range of learner groups including the school leaver, the lifelong learner, employees looking to upskill, the marginalised who seek to re-engage in education, and the employers and the communities which FET helps to serve. Some of the of programmes available include post leaving certificate courses, apprenticeships, community outreach programmes, family learning, integration and inclusion initiatives with FET helping to place the learner on a pathway to develop their education and build success, in work and in life.

In 2021, SOLAS began implementing its ambitious new “Future FET: Transforming Learning” strategy, focused on the three core pillars of building skills, fostering inclusion, and facilitating pathways for diverse target audiences, including early school leavers.

The Department of Justice, SOLAS and Education Training Boards Ireland have come together to examine how all young people no longer in the formal school system can access the suite of

Further Education and Training (FET) options and employment progression opportunities. Over 200,000 FET options at levels 1-6 on the National Framework of Qualifications (NFQ), including lifelong learning and employment related options, are available nationwide. These courses provide a pathway to take you wherever you wish to go and the courses are open to everyone.

The Department of Justice, SOLAS and Education Training Boards Ireland have developed this guidance document containing information on what Further Education and Training options are available to young people involved in Youth Diversion Projects and Youth Services. Contained in the document is a nationwide list of Education and Training Boards Adult Education Guidance Service contact details and details on FET provision, Higher Education Access Office and Apprenticeships details and where further information and details can be found online.

This document is to be shared with all our Youth Diversion Project and Youth Services partners who may then in turn further disseminate to interested parties.

Youth Diversion Projects are co-funded by the Irish Government and European Social Fund as part of the ESF Programme for Employability, Inclusion and Learning 2021-2027.

The Department of Justice



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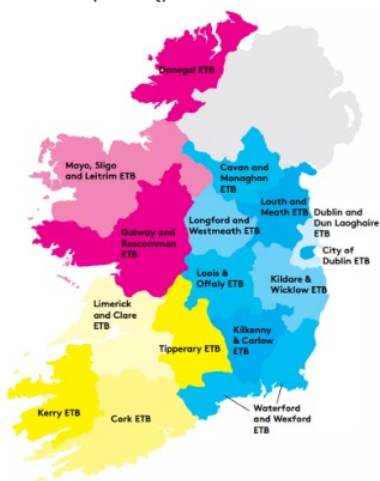
Further Education and Training

What is FET?

Further Education and Training, also known as FET, is available in every community and offers learners a pathway to take them as far as they want to go, regardless of any previous level of education.

Who is FET for?

FET is for everyone, with courses open to anyone over 16, providing a diverse range of programmes and supports designed to meet the needs of individuals at different stages of the learning pathway, with courses provided across the country by a network of 16 Education & Training Boards, eCollege and other local providers, at levels one to six on the National Framework of Qualifications (NFQ).



Education & Training Boards

FET for Early School Leavers

FET offers early school leavers routes back into education and training, and potential careers through a range of programmes such as Youthreach, Back to Education Initiative, Skills for Work.

These programmes are focused more formally on facilitating pathways to other education and training opportunities and often bridge the gap between foundational learning and accessing vocational education and training, provided by a network of Youthreach and Community Training Centres (CTCs) across the country.

Youthreach

Youthreach is an education, training, and work programme for early school leavers from 16-20 years of age. It operates on a full-time basis and takes in new students all year round, offering support to young people to help them take their next steps in education or move towards employment.

Supporting students to gain academic qualifications, Youthreach programmes vary from centre to centre but can include awards typically at levels 3 and 4 on the NFQ. Junior Certificate, Leaving Certificate or Leaving Cert Applied programmes.

Contact your [local ETB](#) to find Youthreach centres in your local area.

Community Training Centres (CTCs)

CTCs are independent community-based organisations, providing training and education for early school leavers, primarily aged between 16 and 21.

Programmes such as employability skills, personal and social employment skills and science skills are provided by CTCs. All programmes offer personal and social skills development through modules such as communications, personal effectiveness, teamwork, career planning and literacy and numeracy support which are integrated with the vocational training modules. Courses are usually one year in duration and are full-time, leading to major awards on the NFQ at levels 3 and 4.

Find your local CTC at [IACTO](#) (Irish Association of Community Training Organisations) or by contacting your [local ETB](#).

Foundation and Transversal Skills Development

This provision includes courses which are focused on foundation or transversal skills development, including literacy and numeracy (for example, Adult Literacy, ESOL, ITABE), designed to build the core capabilities which will

allow participants to move on to more advanced learning opportunities.

Post Leaving Cert (PLC) Courses

Within this latter vocational group, PLC provision has a focus on both facilitating pathways to studying at degree level and direct generation of employment outcomes. Available in every county, PLC courses lead to qualifications at levels 5 and 6 on the National Framework of Qualifications (NFQ), with pre-university courses an important part of this provision.

Other programmes (for example, traineeships, specific skills training) are based around the principle of work-based learning and seek to lead directly to sustainable jobs for participants (or involve employment from the outset in the case of apprenticeships), including all apprentices being employed from Day 1 until the end of their apprenticeship.

Search PLC courses and traineeships at fetchcourses.ie or by contacting your [local ETB](#).

eCollege

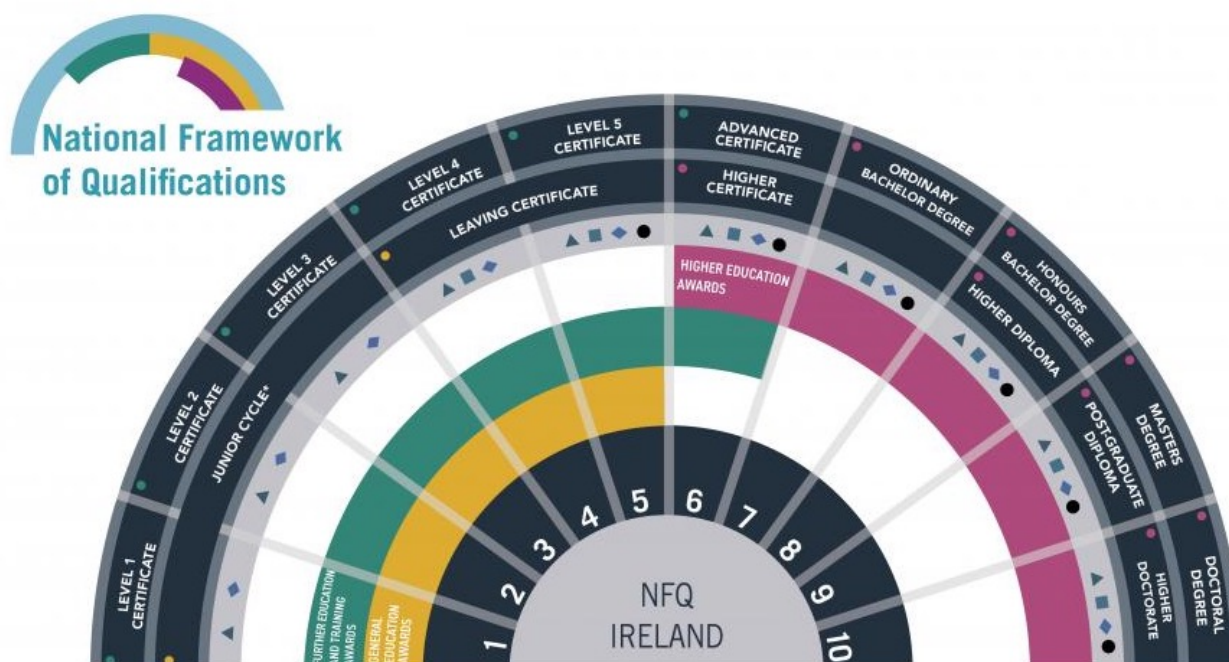
eCollege is the national online learning service for the Further Education and Training sector, funded by SOLAS. eCollege provides online courses including computer programming, data science, office productivity, web and graphic design, and more. Courses candidates must be 18 years and have a PPSN to apply.

For more information, please visit the [eCollege website](#).

Apprenticeships

There is now 73 Apprenticeship programmes, with more due on stream in the coming year that offer the learner the opportunity to earn while they learn and develop work-ready skills. Complementing the highly valued craft apprenticeships in the likes of plumbing and electrical, apprenticeships have diversified into new areas such as insurance, financial services, and software development.

Applications for Apprenticeships are open year-round, with the programmes lasting between two



CLASSES OF AWARD

- ▲ **Major Awards:** named in the outer rings, are the principal class of awards made at a level
 - **Minor Awards:** are for partial completion of the outcomes for a Major Award
 - ◆ **Supplemental Awards:** are for learning that is additional to a Major Award
 - **Special Purpose Awards:** are for relatively narrow or purpose-specific achievement
 - **Professional Awards:** are for occupation-orientated qualifications including apprenticeships
- *Please refer to NCCA website, ncca.ie/en/junior-cycle/

IRISH REGISTER OF QUALIFICATIONS

- For more information on
- Qualifications
 - Providers
 - Courses
- visit www.irq.ie

and four years in length – allowing participants to gain National Framework of Qualifications (NFQ) Awards from Levels 5 to 10 (with Level 10 being PhD level), depending on their Apprenticeship.

To become an Apprentice, students must be hired by an employer for the duration of their programme. Employers of apprentices that have been formally approved by the National Apprenticeship Office range from micro-businesses to large multinationals, to everything in between.

Details on the range of apprenticeship programmes and how to apply are available on apprenticeship.ie

Pre-Apprenticeship Courses

A Pre-Apprenticeship course is a post leaving certificate course for those who wish to prepare for an apprenticeship programme. Provided by local Education Training Boards, Pre-Apprenticeship courses are mostly awarded at QQI level 5 and usually run for one year.

There is a broad range of pre-apprenticeships on offer across the country from construction technology, engineering, motor technology, ICT Networking and more.

Depending on the course type, applicants must be 16+ or 18+ years of age.

Find out more at fetchcourses.ie or by contacting your [local ETB](#).

Access to Apprenticeship (ATA)

Access to Apprenticeship (ATA) supports the transition of young people (16-24 years old) from disadvantaged backgrounds into an apprenticeship scheme. It is a 12-week full-time programme delivered in participating Technological Universities.

Access to Apprenticeship gives participants the opportunity to 1) Sample a range of apprenticeships in; Construction, Engineering, Electrical, and Motor Mechanics; 2) Prepare CV and Interview Skills; 3) Undertake two weeks work experience and 4) Obtain Health & Safety and Safe Pass Certificates.



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Further Education & Training Course Hub Website www.fetchcourses.ie



In order to partake in Access to Apprenticeship, candidates must meet three out of the following five criteria: 1) Live in an area of disadvantage, 2) Have attended a DEIS School, 3) Be in receipt of a Medical / GP visit card, 4) Have parents / guardian who did not go to college, 5) A household income below €45,790 or if you or your parents on a means tested payment AND/OR if you have been in the care of the State.

Applicants to an Access to Apprenticeship scheme must be aged 16 – 24 and hold a minimum of grade D in 5 subjects in the Junior Certificate or equivalent. You can apply for an Access and Inclusion bursary if you have completed an Access to Apprenticeship Programme.

The bursary provides eligible learners up to €3,000 to support costs for travel, accommodation and materials.

You can request an application form and information from apprenticeship@nao.ie.

Traveller Apprenticeship Incentivisation Programme

The [Traveller Apprenticeship Incentivisation Programme](#) pilot project offers bursaries for members of the Traveller community to access

apprenticeships. There are three streams to the programme; 1) €3,000 bursary for members of the Traveller community who are employed as new apprentices along with €2,000 for their employer, 2) €3,000 bursary for members of the Traveller community who are existing apprentices and 3) €3,000 bursary for Travellers to access pre-apprenticeship and Access to Apprenticeship programmes. Further information can be found at gov.ie - [Minister Harris announces roll-out of €450,000 in funding for Travellers in Apprenticeships \(www.gov.ie\)](#)

Depending on the course you choose, there may be certain eligibility criteria. Contact your local Adult Education Guidance Service for more information. Contact details for the Adult Education Guidance Service in the 16 Education and Training Boards can be found at etbi.ie,

The Adult Education Guidance Initiative (AEGI) through local AEGS offices offer a guidance service to adults which includes impartial adult education information, one-to-one guidance and group guidance, which help people to make informed educational, career and life choices.

Guidance Counsellors

Contact A Local Adult Guidance Service:

<https://www.etbi.ie/fet-guidance/contact-a-local-adult-guidance-service/>

ETB	LOCATION	NAME	CONTACT DETAILS
CDETB	Dublin North Central/East	Michelle Morrissey	Mob: +353 87 939 0894 Michelle.morrissey@aes.cdetb.ie
CDETB	Finglas/Cabra/ Glasnevin	Karen Granville	Mob: +353 87 294 5154 karen.granville@aes.cdetb.ie
CDETB	Inner City	Fiona Clarke	Mob: +353 87 935 0542 fiona.clarke@aes.cdetb.ie
CDETB	Crumlin/Ballyfermot	Maura Conway	Mob: +353 87 941 8084 maura.conway@aes.cdetb.ie
CDETB	Crumlin/Ballyfermot	Nicola Gilsenan	Mob: +353 87 386 1620 nicola.gilsenan@aes.cdetb.ie
CMETB	Adult Education Guidance and Information Service, AEGIS-Cavan	Siobhan Mulleary	Tel: +353 49 437 7001 cavanguidance@cmetb.ie
CMETB	Adult Education Guidance & Information Service, AEGIS-Monaghan		Tel: +353 47 308 00 Tel: +353 42 969 0739 Email: monaghanguidance@cmetb.ie
CorkETB	Cork City (South Cork) Ballincollig, Macroom & Carrigaline	John Murphy	Mob: +353 86 833 7808 Email: john.murphy@corketb.ie
CorkETB	Cork County (West Cork) Adrigole, Bandon, Bantry, Castletownbere, Clonakilty, Dunmanway & Skibbereen	Janice Creagh	Mob: +353 87 622 8945 Email: janice.creagh@corketb.ie
CorkETB	South Cork and areas in Cork City-Carrigtwohill, Cobh, Glanmire, Middleton & Youghal, Ballyvolane, Glounthaune & Little Island	Patricia Walter	Mob: +353 86 828 7570 Email: patricia.walter@corketb.ie
CorkETB	Cork City (North-side area)- Blackpool, Blarney, Churchfield, Fairhill, Farranree, Gurranbraher, Hollyhill, Knocknaheeny, Mayfield & the Glen	Andrea McCarthy	Mob: +353 86 836 8561 Email: andrea.mccarthy@corketb.ie
CorkETB	Cork County (North Cork Area)- Charleville, Fermoy, Kanturk, Mallow, Millstreet, Mitchelstown, Newmarket	Joan McSweeney	Mob: +353 86 833 7591 Email: joan.mcsweeney@corketb.ie

ETB	LOCATION	NAME	CONTACT DETAILS
CorkETB	Cork City-Cork City, Turners Cross, Ballyphehane, Togher, Ballinlough, Mahon, Ballintemple, Blackrock, The Lough, Bishopstown	Oonagh Maher	Mob: +353 86 047 9092 Email: oonagh.maher@corketb.ie
DDLETB	Northeast-Swords	Majella Callaghan	Tel: +353 1 841 7763 Email: majellacallaghan@ddletbaes.ie
DDLETB	Northeast-Balbriggan	Orla Hicks	Tel: +353 1 841 7763 Email: orlahicks@ddletbaes.ie
DDLETB	Northwest-Blanchardstown	Beti Marinescu	Tel: +353 1 821 2829 Email: betimarinescu@ddletbaes.ie
DDLETB	Southeast-Dún Laoghaire Dundrum	Carol Duggan	Tel: +353 1 298 9283 Email: carolannduggan@ddletbaes.ie
DDLETB	Southwest-Tallaght – Lucan –Clondalkin	Ann Durran	Tel: +353 1 451 5733 Tel: +353 1 628 3557 Email: anndurran@ddletbaes.ie
DonegalETB	Donegal Adult Guidance & Information Service	Mairead McFadden	Tel: +353 74 917 8088 Email: maireadmcfadden@donegaletb.ie
DonegalETB	(Donegal South), Donegal Adult Guidance & Information Service	Eileen Patton	Tel: +353 74 972 5522 Email: eileenpatton@donegaletb.ie
GRETB	East Galway & Roscommon	Pauline Dillon	Mob: +353 87 055 2292 Email: guidance@gretb.ie
GRETB	Galway City & Roscommon	Miriam Walsh	Mob: +353 87 988 5969 Email: guidance@gretb.ie
GRETB	Galway and Roscommon	Nuala Kilgannon	Mob: +353 87 351 5034 Email: Nuala.Kilgannon@gretb.ie
GRETB	Loughrea & West Galway	Tadhg Crowley	Mob: +353 87 281 8506 Email: timothy.crowley@gretb.ie
GRETB	Ballinasloe, Tuam & Roscommon	Maura Fallon	Mob: +353 86 014 6515 Email: maura.fallon@gretb.ie
GRETB	Galway City, Gort & Portumna	Siobhan Brangwyn	Tel: +353 87 260 0133 Email: siobhan.brangwyn@gretb.ie

ETB	LOCATION	NAME	CONTACT DETAILS
KCETB	Kilkenny Adult Guidance Service	Orla Reddy	Tel: +353 56 776 4448 Email: adultguidance@kkadulthood.ie
KCETB	Carlow Adult Educational Guidance & Information Service	Shane Rooney	Tel: +353 59 913 3123 Email: info@carlowadultguidance.ie
KerryETB	The Kerry Adult Guidance & Information Service (KAGIS)	Ita Lane Rico Stein	Tel: +353 66 712 1300 Email: guidance@kerryetb.ie
KWETB	Kildare	Rachael Tuite	Tel: +353 45 448 512 Email: rachaeltuite@kwetb.ie
KWETB	Wicklow	Catherine Greene	Tel: +353 1 276 4638 Email: guidancebray@kwetb.ie
KWETB	North Kildare	Shane Barrett	Tel: +353 87 372 2234 Email: guidancecathy@kwetb.ie
KWETB	Bray	Lourdes Delaney	Tel: +353 1 276 4638 Email: guidancebray@kwetb.ie



ETB	LOCATION	NAME	CONTACT DETAILS
KWETB	Wicklow/Arklow	Seona Hyland	Tel: +353 87 707 4669 Email: guidancewicklow@kwetb.ie
KWETB	South Kildare	Shane Barrett	Tel: +353 87 372 2234 Email: guidanceceathy@kwetb.ie
KWETB	West Wicklow/Naas	Irene Hayden	Tel: +353 86 806 1569 Email: guidancewestwicklow@kwetb.ie
LCETB	Limerick/Clare	Patricia Haugh	Tel: +353 86 029 6176 Email: patricia.haugh@lcetb.ie
LMETB	Meath Adult Education Guidance & Information Service	Eilís Coyne	Freephone: 1800 991 898 Email: maegs@lmetb.ie
LMETB	Centre for Continuing Education (Louth & Meath)	Ann Fallon	Tel: +353 41 984 2030 Email: laegis@lmetb.ie
LMETB	Adult Education Centre Dundalk		Tel: +353 42 935 35 913
LOETB	Laois Adult Educational Guidance & Information Service	Carmel Hoolan	Tel: +353 57 86 72 963 Email: choolan@loetb.ie
LOETB	Offaly Adult Educational Guidance & Information Service	Catherine Gavigan	Tel: +353 57 93 51506 Email: cgavigan@loetb.ie
LWETB	Athlone	Patricia Reilly	Mob: +353 86 386 7847 Email: preilly@lwetb.ie
LWETB	Longford	Fiona Murphy	Mob: +353 87 266 9988 Email: fiona.murphy@lwetb.ie
LWETB	Mullingar	Niamh Penrose	Mob: +353 86 173 4626 Email: npenrose@lwetb.ie
MSLETB	Mayo Central & West	Barbara Ronayne	Tel: +353 94 903 5814 Email: barbararonayne@msletb.ie
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MSLETB	Leitrim	Jane Nolan	Tel: +353 71 962 1371 Mob: +353 86 036 2174 Email: janenolan@msletb.ie
MSLETB	Mayo North	Erin Gavin	Mob: +353 86 852 1905 Email: eringavin@msletb.ie

ETB	LOCATION	NAME	CONTACT DETAILS
MSLETB	Mayo East & South	Sarah McGeough	Mob: +353 86 852 1901 Email: sarahmcgeough@msletb.ie
TipperaryETB	North Tipperary	Nora Gubbins	Tel: +353 67 32 282 Email: adultguidance@tipperaryetb.ie
TipperaryETB	South Tipperary	Tom Ryan	Tel: +353 52 619 1424 Email: adultguidance@tipperaryetb.ie
WWETB	Waterford Adult Educational Guidance Service (Waterford City)	Dominik McCarthy	Tel: +353 51 302 287 Email: dominikmccarthy@wwetb.ie
WWETB	Waterford Adult Educational Guidance Service (Waterford County)	Aisling Cusak	Tel: +353 58 482 28 Email: aislingcusak@wwetb.ie
WWETB	Wexford Adult Educational Guidance Service	Niamh Hearne	Tel: +353 53 915 2067 Mob: +353 87 629 0446 Email: niamhhearne@wwetb.ie



Higher Education Access Office Contact Details

HEI	ACCESS OFFICE WEB	CONTACT DETAILS
ATU Donegal Letterkenny	www.lyit.ie/Student-Life/Students-Services-Support/Access-Social-Inclusion	Email: brian.mcgonagle@atu.ie Tel: +353 0 74 918 6170
ATU Galway Mayo	www.gmit.ie/study/access-for-all	Email: ap.galwaymayo@atu.ie Tel: +353 0 91 742392
ATU Sligo	www.itsligo.ie/student-hub/access-office/	Email: access.sligo@atu.ie
Carlow College (St. Patricks)	www.carlowcollege.ie/student-supports/	Email: academicresource@carlowcollege.ie
Dublin City University	www.dcu.ie/access	Email: access@dcu.ie Head of Service: Email: cathy.mcloughlin@dcu.ie Tel: +353 1 700 8052
Dundalk Institute of Technology	www.dkit.ie/student-life/student-services/diversity-and-access/	Email: eileen.lynch@dkit.ie Tel: +353 042 937 0236
IADT	www.iadt.ie/services/institute-student-services/access-social-inclusion/	Email: access@iadt.ie Tel: +353 1 239 4628
Marino Institute of Education	www.mie.ie/en/study_with_us/access_programme/	Email: access@mie.ie Tel: +353 1 805 7752
Mary Immaculate College of Education	www.mic.ul.ie/study-at-mic/access-disability?index=0	Email: AccessOffice@mic.ul.ie
Maynooth University	www.maynoothuniversity.ie/access-office	Email: access.office@mu.ie
MTU Cork	www.mycit.ie/access_disability	Email: accesscork@mtu.ie Tel: +353 21 433 5140
MTU Kerry	www.ittralee.ie/en/InformationFor/CurrentStudents/StudentLife/StudentSupportServices/AccessOffice/	Email: Valerie.Moore@mtu.ie Tel: +353 0 66 719 1682 (Ext: 1682)
National College of Art & Design	www.ncad.ie/study-at-ncad/contact-us/	Email: access@ncad.ie Tel: +353 1 636 4217
National College of Ireland	www.ncirl.ie/Students/Student-Services/Support-Services	Disability officer: karen.mooney@ncirl.ie Student Support: studentsupport@ncirl.ie Disability officer: +353 1 6599 269
NUIG	www.universityofgalway.ie/accesscentre/	Email: access@nuigalway.ie Email: disabilityservice@nuigalway.ie Tel: +353 1 91 493 553

HEI	ACCESS OFFICE WEB	CONTACT DETAILS
RCSI University of Medicine and Health Sciences	www.rcsi.com/dublin/undergraduate/application-information/access-and-disability	Email: learningsupport@rcsi.ie
SETU Carlow	www.itcarlow.ie/student-life/student-services/access-itcarlow.htm	Email: aisling.mchugh@setu.ie Tel: +353 59 917 5603
SETU Waterford	www.wit.ie/current_students/student_life_and_learning/access/	Email: access.wd@setu.ie
Shannon College of Hotel Management	www.universityofgalway.ie/shannoncollege/student-life/studentwelfaresupport/	Disability Advisor: Email: colette.murphy@nuigalway.ie Student Welfare Contact: Ms. Orla Cullinane Email: orla.cullinane@nuigalway.ie Tel: +353 91 497 253 Mob: +353 86 059 8385
St Angela's College	www.stangelas.ie/student-services	Student Services Officer: Una Roberts Email: uroberts@stangelas.ie Tel: +353 71 919 5514
Technological University Dublin (DIT on IBB)	www.tudublin.ie/for-students/student-services-and-support/access-office/	Email: Access.city@tudublin.ie Tel: +353 1 220 8440
Trinity College Dublin	www.tcd.ie/disability/	Disability Service Email: askds@tcd.ie
TUS Midlands	www.ait.ie/life-at-ait/student-supports/access-office/	Email: access@ait.ie Tel: +353 90 646 8123
TUS Midwest	www.lit.ie/en-ie/life-at-lit/admissions-support/access-services/contact-us	Email: Carolann.Bargary@tus.ie Access Officer: Tel: +353 61 293 130
University College Cork	www.ucc.ie/en/accessforall/	Email: access@ucc.ie
University College Dublin	www.ucd.ie/all/	Email: all@ucd.ie Email: disability@ucd.ie Tel: +353 1 716 7123
University of Limerick	www.ulsites.ul.ie/access/	Email: access@ul.ie

Apprenticeships

APPRENTICESHIPS	
ORGANISATION	CONTACT DETAILS
National Apprenticeship Office (NAO)	Email: apprenticeship@nao.ie Freephone: 1800 794 487





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