



Leaving Cert Applied at Boyne C.S.

Dear Parents/Guardians,

Please find enclosed further details regarding the Leaving Cert Applied Programme that your son/daughter will be taking part in next year.

The Month of September is probationary for all our LCA Students. We will review the suitability of each student to the programme at the end of September based on:

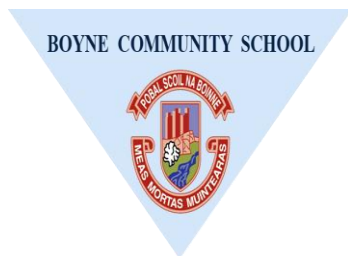
- Work Ethic
- Behaviour
- Punctuality/Attendance
- Organisation
- Uniform
- Work Experience
- Programme Suitability

A meeting will take place with parents at the end of September in the school. Attendance is compulsory. *Date to be confirmed

Leaving Cert Applied Programme

The Leaving Certificate Applied is a distinct, self-contained two-year Leaving Certificate Programme aimed at preparing students for adult and working life.

The programme sets out to recognise the talents of all students and to provide opportunities for developing personal responsibility, self-esteem and self-knowledge. The programme focuses on the talents of each student and helps students apply what they learn to the real world.



The two-year programme consists of four half-year blocks called sessions. Achievements are credited in each session.

Success in the LCA is dependent on several factors. Credits for coursework, tasks, orals, practicals and exams.

Credits

A maximum of 200 credits can be awarded to each student over the course of the two year LCA Cycle. Students must achieve a minimum of 120 credits to pass the Leaving Cert.

- 62 credits are awarded for Key Assignments
- 70 credits are awarded for tasks
- 68 credits are awarded for the final exams

Attendance.

The Department of Education insist that LCA Students attend for at least 90% of their classes. Therefore students are required to forward to the Programmes Coordinator a medical cert where they are unable to attend school or work experience.

Key Assignments

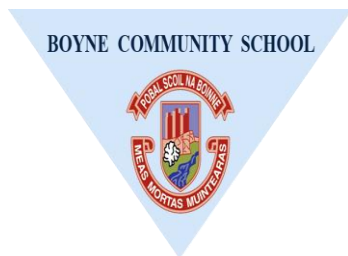
Each student will produce a minimum of 4 Key assignments (typed report) per subject each term. Failure to do so will result in credits not being awarded.

Tasks

Each student will produce 7 tasks over the course of the programme. The State Exam Commission will send an examiner to read the task report and interview the student before awarding credits.

The final examination must be taken in the following areas:

- English and communication
- Two vocational specialisms (IT & Graphics and Construction)
- Mathematical applications
- Irish/French
- Social education.



There are written and oral examinations in all languages. There are practical examinations in the vocational specialisms. The written examinations take place in June, at the same time as the examinations for the traditional Leaving Certificate.

The certificate awarded

Students who successfully complete the programme are awarded a Leaving Certificate from the Department of Education and Skills. The certificate is awarded at three levels:

Level	Marks and Credits Required
Pass	60-69% (120-139 credits)
Merit	70-84% (140-169 credits)
Distinction	85-100% (170-200 credits)

Candidates who get less than 60% (120 credits) or who do not complete the course are awarded a record of experience.

Edibility for further education and third-level courses

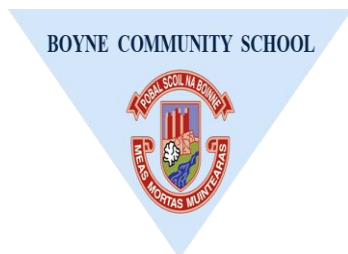
A student who has been awarded the Leaving Certificate Applied can go on to a very wide range of Post-Leaving Certificate courses (PLCs). These are available in local colleges.

There are many areas of study - Art/Design, Music, Hotel & Catering, I.T, Leisure Studies and Communications/Media Studies.

Garda Vetting Recent changes in legislation state that any person over 16 must be Garda vetted before commencing work with children. This includes LCA students who wish to undertake their work experience in a crèche or primary school

Vetting forms are sent to the ACCS who in turn forward them to the Gardaí. **N.B.** *Please apply for vetting at the start of September, if necessary. *I will discuss in September.*

Students under the age of 16 will not be vetted by the Gardaí.



Leaving Certificate Applied Contract

The Leaving Certificate Applied teaching team within Boyne CS 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 if they are willing to accept the requirements set out, to sign.

Attendance

A minimum 90% attendance is a basic requirement of the Leaving Certificate Applied. Lengthy or repeated absence must be covered by a doctor's cert. Any holidays taken during the course of the two year programme will not be accepted as a legitimate absence and may result in participants losing out on credits.

Application to class work

We require that every student do his or her best in relation to class work. Credit will not be given for work that is not considered to be the best that a student can do, regardless of quality.

Work Experience

Work experience forms a core element of Leaving Certificate Applied. Students must arrange their own work experience placements. There will be two placements in each year. It is important that students choose their work experiences carefully. It is recommended that work experience be completed in at least 3 different career areas. Students are not allowed to complete their work experience in a work place in which they already have a part-time job. For each work experience placement students must complete satisfactorily and return their Work Experience Diary.

Employer Report Cards must also be returned. Failure to return or complete satisfactorily the above two documents will result in students losing vital credits. Students will be monitored carefully on Work Experience placements and where possible a member of the teaching staff will visit and interview both the student and their employer.

Students on work experience must attend every Friday throughout the school year. Failure to do so may result in loss of credits.

Students unable to attend work experience due to illness must inform the school and the manager/supervisor of the placement before 9.00am Friday.



Behaviour

Pupils will be expected to adhere to the school ethos and rules as laid out in the school journal. Students who are suspended may lose credits due to the attendance requirements.

LCA students are expected to be friendly and cooperative both in school and on work experience placements.

Full school uniform must be worn every day except if requested not to by your work experience placements.

Mr J. McAndrew

(Programmes Coordinator)