

ACCESS & FURTHER EDUCATION PROGRAMMES

2023 – 2024



An Cosán - Transforming lives through Community Education

Access & Further Ed Course List 2023/2024	3
Tuesday	4
Wednesday.....	5
Thursday.....	6
Friday.....	7
FURTHER EDUCATION 2023 - 2024 (QQI Accredited)	8
Community Care Level 5 - 5M2786.....	8
Community Development Level 5 - 5M3050	9
WorkAbility 1 - L5 Business Administration w/ Digital Skills - 5M2468.....	10
WorkAbility 2 - L5 Business Administration w/ Digital Skills - 5M2468.....	11
Advanced Certificate in Early Learning & Care (TBC) – Previously Level 6 ECCE.....	12
Level 5 Certificate in Early Learning & Care (TBC) - Previously Level 5 ECCE	12
ACCESS & FURTHER EDUCATION PUBLIC CALENDAR.....	13

Access & Further Ed Course List 2023/2024

Access Day & Evening Courses 2023/2024

Become Your Best Self
Cúpla Focal
D8 Surfers
Discover Your Path
ESOL - English for Beginners
ESOL – English for Work - Intermediate
ESOL – English for Work - Advanced
Personal Development
Return to Learning
Skills for Life!
Step Up 2 Technology
Technology for the Terrified
U3A – University of the 3rd Age
Wellbeing for staying well
Women & Wellness
Women's Tales in the Digital Age

Further Education Day & Evening Courses 2023/2024

Community Care
Community Development
WorkAbility 1 – Business Admin with Digital Skills
WorkAbility 2 – Business Admin with Digital Skills
Early Learning & Care – Stage 1 (TBC)
Early Learning & Care – Stage 2 (TBC)

Tuesday

Personal Development - Every Tuesday morning from 9:30am to 12:00pm

This course is open to all and runs from September to December, and January to June. The course will support learners on their personal development journey. Learners will look at goal setting, mindset, confidence building, resistance to change, and resilience amongst other things.

Become Your Best Self - Every Tuesday morning from 9:30am to 12:00pm

This course is open to women who would like to get fit, build self-confidence and become the best version of themselves. The course will be a mixture of physical fitness, wellbeing, and personal development. For the physical element, those with physical issues, such as back/ joint, mobility problems or pregnancy, will need a written referral from a GP to confirm that it is safe for them to participate. Learners joining the class will need a good level of written and spoken English.

ESOL for Work – Intermediate (English for Speakers of Other Languages) –Every Tuesday Afternoon from 12:30pm to 2:30pm

This English language skills for the workplace is designed for migrants/refugees who want to improve their English for work. The course includes English classes for work readiness at **Intermediate** Level, workshops on CV prep for the Irish market, and Interview techniques from industry experts. The course will help learners to improve their workplace language skills and gain skills needed for employment or further education. Digital literacy building is integrated into each class. Learners may progress onto Advanced Level ESOL and other adult or wellbeing community education programmes.

Wellbeing & Staying Well - Every Tuesday Evening from 6:30pm – 9:00pm

This course is open to women who want to gain the tools required to deal with daily stresses and anxiety. Learning to live in a mindful way brings a newfound sense of joy and happiness. Aimed at creating long lasting positive changes for overall mental wellness.

Cúpla Focal - Introduction to Irish - Every Tuesday Evening from 6:30pm – 9:00pm

This Irish language programme is open to all, and gives learners the opportunity to brush up on their basic ‘school’ Irish. Learners can explore the Irish language and culture through song, poems music and dance, to become more confident in their spoken Irish. This class is ideal for parents whose children attend local Irish schools.

Wednesday

Return to Learning – Every Wednesday morning from 9:30am to 12:00pm

The Intensive Return to Learning course is open to anyone who is considering returning to learning at level 5 or 6. The holistic style of this course will help learners to develop their digital skills, while building confidence, and gaining the essential life & study skills that will help them make the move back into education. This course is ideal for anyone planning a return to learning. Progression paths include entry to our Level 5 and Level 6 programmes.

ESOL for Beginners - Every Wednesday morning from 9:30am to 12:00pm

This programme is open to learners who want to learn basic English. ESOL (English for speakers of other languages) classes support newcomers to West Tallaght to access adult community education opportunities, and play a positive role in their communities. English language skills increase self-confidence and provides employment opportunities. Digital literacy building is embedded into each class. Learners can progress onto Intermediate Level ESOL and other adult or wellbeing community education programmes in An Cosán.

ESOL for Work – Advanced (English for Speakers of Other Languages) - Every Wednesday Afternoon from 12:30 – 2:00pm

This English language skills for the workplace is designed for migrants/refugees who want to improve their English for work. The course includes English classes for work readiness at **Advanced** Level, workshops on CV prep for the Irish market, and Interview techniques from industry experts. The course will help learners to improve their workplace language skills and gain skills needed for employment or further education. Digital literacy building is integrated into each class. Learners may progress onto Advanced Level ESOL and other adult or wellbeing community education programmes.

Thursday

Skills 4 Life – Every Thursday morning from 9:30am to 12:00pm

This programme is open to all and will provide a great foundation of vital life skills for all ages and stages of life. This course will cover 3 NALA Programmes over one year:

Well Now – a literacy friendly health and wellbeing programme.

Facts Matter – a literacy friendly programme for building critical thinking, media (TV, Advertising, News) literacy and digital literacy.

Making Cents - a literacy friendly programme that aims to empower learners to make informed decisions when it comes to finances.

Digital literacy skills are embedded into the programme. Learners are also encouraged and supported to progress into additional Back to Education programmes or Wellbeing courses in An Cosán and are facilitated to get involved in the organising of community events locally. The programme support learners to progress onto and achieve accreditation on the QQI framework using NALA's online learning, which allows learners to access to NQF at both Level 2 and 3.

Discover Your Path – Every Thursday morning from 9:30am to 12:00pm

Discover Your Path is a 12-week Life Skills & Futures Literacy programme aimed at women. Learners will be supported to recognise the skills they have, look at skills they have gained throughout their lives and investigate skills they would like to gain, then plan their path forward.

This course will encourage learners to **Think B.I.G.:**

Building: Confidence and making new connections

Inspiring: Thinking about how you can use the skills you have to do what you want to do

Growing: Choosing your Path and investigating other courses or work experience that will help you on your way

University of the Third Age (U3A) (bi-weekly) – Every Thursday Afternoon from 2:00pm – 4:30pm

This programme is for people aged 55 years and upwards, encouraging them to engage in Lifelong Learning with the approach of ‘*you are never too old to learn*’. The learning takes place in a fun and social setting while embracing positive ageing. The focus is for people to stay connected, make new friends, share life skills, and learn about been active in your community. Topics covered include physical activity, relaxation, computers, and confidence building. It also informs learners of services available to older people and encourages active citizenship.

Women's Tales in the Digital Age - Every Thursday Evening from 6:30pm to 9pm

Women’s Tales in the Digital Age is designed to empower women to become the creators and the narrators of their own stories, while also building digital literacy. This 12-week programme aims to help women uncover their story, make sense of it, and tell it in a creative and empowering way. Learners will then learn how to create a short 2-4-minute video to bring their story to life.

Friday

Women & Wellness – Every Friday morning from 9:30 to 12:00pm

This course aims to develop the learner’s self-awareness, and is designed to help identify goals, and gain the confidence, knowledge, and skills to take charge of and to support their own well-being. Learners will be brought through a unique Wellness Wheel, where they are invited to look at different areas of their life, such as sleep, nutrition, menopause etc.

Technology for the terrified! - Every Friday morning from 9:30 to 12:00pm

This course is open to both men and women. The aim of the course is to take the fear out of using laptops, tablets, and smartphones and to increase Digital Inclusion. To Safely search the internet and understand online security. Access to Apps, emails, online shopping, and social media. The course is for complete beginners.

Step Up 2 Tech – Every Friday afternoon from 12:30 – 2:30pm

This course is open to both men and women. This course will empower learners to use Microsoft Office 365, Shopping websites, Booking Websites, and social media with confidence. Learners on this course will be given the option to gain a Level 5 Certificate in Word Processing in the Spring term. The course is for people who would like to increase their tech skills for use in their everyday lives and work. This course is also ideal alongside a Level 5 Course.

FURTHER EDUCATION 2023 - 2024 (QQI Accredited)

Community Care Level 5 - 5M2786

The purpose of this award is to enable the learner to gain the knowledge, skills, and ability to work in many community care settings, or to progress to higher education and training. To gain a full Major award, learners need to complete 8 modules – The following modules have some available places in 2023 – 2024

Module Title	Minor Award	Start Date	End Date	Day for Weekly Sessions	Time
Communications	5N0690	11/09/2023	25/10/2023	Monday	9:30 – 2:30
Communications Workshop		07/10/2023		Saturday	10:00- 4:00
Social Studies	5N1370	06/11/2023	18/12/2023	Monday	9:30 – 2:30
Social Studies Workshop		11/11/2023		Saturday	10:00- 4:00
Care of the older person	5N2706	09/01/2024	29/04/2024	Monday	9:30 – 2:30
Safety and Health at Work	5N1794	09/09/2024	21/10/2024	Monday	9:30 – 2:30
Work Experience	5N1356	04/11/2024	16/12/2024	Monday	9:30 – 2:30

[Click here to apply for a place](#)

Community Development Level 5 - 5M3050

The purpose of this award is to enable the learner to gain the knowledge, skills, and ability to work effectively in a range of community development work settings, using some initiative and independence while under general direction, or to progress to higher education and training. To gain a full Major award, learners need to complete 8 modules – The following modules have some available places in 2023 – 2024

Module Title	Minor Award	Start Date	End Date	Days	Times
Communications	5N0690	12/09/2023	26/10/2023	Tues/Thurs	9:30-12:30
Working with Groups	5N2707	07/11/2023	14/12/2023	Tues/Thurs	9:30-12:30
Social Studies	5N1370	09/01/2024	29/02/2024	Tues/Thurs	9:30-12:30
Community Addiction Studies	5N1834	29/02/2023	23/05/2024	Tues/Thurs	9:30-12:30

[Click here to apply for a place](#)

WorkAbility 1 - L5 Business Administration w/ Digital Skills - 5M2468

The purpose of this award is to enable the learner to gain transferable skills for flexible employment so that they can work in an administrative role in any industry they choose. Learners may also choose to progress to higher education and training in a related field. This course is delivered by an Online Tutor with learners attending class in An Cosán’s learning hub. To gain a full Major award, learners need to complete 8 modules – The following modules have some available places in 2023 – 2024

Module Title	Minor Award	Start Date	End Date	Days	Time
Spreadsheet Methods	5N1977	12/09/2023	26/10/2023	Tues/Thurs	9:30-12:30
Marketing Practice	5N1400	02/11/2023	19/12/2023	Tues/Thurs	9:30-12:30
Reception & Front-Line Office Skills/Work Experience	5N1407/5N1356	09/01/2024	29/02/2024	Tues/Thurs	9:30-12:30
Bookkeeping and Computerised Accounts	5N1354	05/03/2024	09/05/2024	Tues/Thurs	9:30-12:30

[Click here to apply for a place](#)

WorkAbility 2 - L5 Business Administration w/ Digital Skills - 5M2468

The purpose of this award is to enable the learner to gain transferable skills for flexible employment so that they can work in an administrative role in any industry they choose. Learners may also choose to progress to higher education and training in a related field. This course is delivered by an Online Tutor with learners attending class in the learning hub in An Cosán, The Blue Door in Ballyfermot or Liberties Training Centre. To gain a full Major award, learners need to complete 8 modules – The following modules have some available places in 2023 – 2024

Module Title	Minor Award	Start Date	End Date	Days	Time
Personal Development & Digital Skills for Learning	N/a	27/09/2023	17/11/2023	Wed/Fri	9:30-12:30
Word Processing	5N1358	22/11/2023	26/01/2024	Wed/Fri	9:30-12:30
Communications & Work Experience	5N0690/5N1356	31/01/2024	12/04/2024	Wed/Fri	9:30-12:30
Reception & Frontline Skills	5N1407	17/04/2024	31/05/2024	Wed/Fri	9:30-12:30

[Click here to apply for a place](#)

Advanced Certificate in Early Learning & Care (TBC) – Previously Level 6 ECCE

The Advanced Certificate in Early Learning and Care is Stage 2 in a two-stage programme leading to an Advanced Certificate in Early Learning and Care at NFQ level 6.

An Cosán plan to offer the Level 6 Advanced Certificate in Early Learning and Care (Stage 2) on a part-time basis over two academic years, which is the equivalent of a one-year full-time programme. This programme is designed to meet the QQI professional award standards for early learning and care at NFQ level 6 and is advertised subject to QQI Validation.

Level 5 Certificate in Early Learning & Care (TBC) - Previously Level 5 ECCE

The Level 5 Certificate in Early Learning & Care is Stage 1 of a two-stage programme leading to a Level 6 Advanced Certificate in Early Learning and Care for those who complete both Stages 1 & 2. Learners who complete Stage 1 will receive a Level 5 Certificate in Early Learning and Care.

An Cosán plan to offer this Level 5 Certificate in Early Learning and Care (Stage 1) on a part-time basis over two academic years, which is the equivalent of a one-year full-time programme. The programme is designed to meet the QQI professional award standards for early learning and care at NFQ level 5 and is advertised subject to QQI Validation.


[Click here to apply for a place](#)

ACCESS & FURTHER EDUCATION PUBLIC CALENDAR

Further Ed (QQI Certified)

Access Ed (certificate of completion)

Learner Support (time & Space set aside for learner support)

Time	Room	Monday	Tuesday	Wednesday	Thursday	Friday
Morning 9:30 - 12	Durkan Suite	Comm Care (9:30 - 2:30)	Become Your Best Self	ELC-TBC	Skills for Life!	ELC-TBC
	T1	Booked	 (Ctrl) ✓ WorkAbility (morning hub)	ESOL for Beginners	Comm Dev	Women & Wellness
	OLC		Personal Development	WorkAbility (R.U.U.)	WorkAbility (morning hub)	Technology for the Terrified
	Library				DYP	WorkAbility (R.U.U.)
Afternoon 12:30 - 2:30	Durkan Suite				U3A	
	T1		Booked	ESOL for work 2		
	OLC	Study Space	ESOL for work 1	Study Space	U3A - Terrific Technology	Step Up 2 Tech
	Library		Learner Support	Booked	Learner Support	Learner Support
Evening	Durkan Suite	Closed		Closed		Closed
	T1	Closed	Wellbeing for staying well	Closed	Women's Tales in the Digital Age	Closed
	OLC	Closed		Closed		Closed
	Library	Closed	Cúpla Focal	Closed	Women's Support Group (Bernie)	Closed
Online						

Notes