



Loreto Secondary School Clonmel

Coleville Road, Clonmel, Co. Tipperary

Friday 27 March 2020

Dear Parents/Guardians

Re: TY 2020/2021

It had been our plan to meet with you all on the 30th of March to update you on the plans for your daughters Transition Year and give you some useful information. Obviously that meeting is now postponed, and we cannot reschedule it at the moment.

So, I am summarising some key points here for you, to help with the planning for next year.

- **Work Experience**

The first job your daughter (assisted by you) must do is to think about Work Experience. This will take place every Monday from the 7th of September and needs to be arranged soon – once normality has been restored! As yet the school calendar for next school year has not been finalised, but you can work with the following dates for the first block of work experience:

No	Day	Date
1	Monday	07/09/2020
2	Monday	14/09/2020
3	Monday	21/09/2020
4	Monday	28/09/2020
5	Monday	05/10/2020
6	Monday	12/10/2020
7	Monday	19/10/2020
	Mid Term Break	26/10/2020
8	Monday	02/11/2020
9	Monday	09/11/2020
10	Monday	16/11/2020

Your daughter will need to research where she would like to go for this block. We encourage you to make use of all contacts you may have to assist in finding the first placement. She will contact the potential employer and give them the dates and get an agreement form completed (attached here), which will be returned at induction.

- **Garda Vetting**

If your daughter wishes to do work experience with children or vulnerable adults, she needs to be Garda Vetted. You can **only** be vetted if you are **over 16**. Therefore, you are unable to do work experience with these groups until you have turned 16. The vetting takes a number of weeks to arrange. Forms are available in the school and once fully completed we process them.

- **TY induction**

This will take place on 1st September 2020 in school. At this session the students will be given information on what is expected in TY, goals will be set, calendars will be reviewed and all booked TY activities will be discussed. This will be a bonding session, as students will be in new class groups and getting to know new friends. It is very important that students attend this induction and complete all the activities given to them. Advise prior to starting work experience will also be covered at induction.



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- **Participation**

TY is a unique opportunity for students to explore their strengths, interests and potential. To make the most of what this year has to offer, encourage your daughter to:

- Actively participate in as many opportunities as the year offers
- Step out of their comfort zone and try new things
- Volunteer, as it builds confidence and develops communication skills, and also look great on a CV
- Be pro-active – begin the research now, what would she like to take on and achieve in TY?
- Extra-curricular activities
- Records of attendance (school diary)

We rely on you to work with us to ensure that, from day one, making the most of the year is the tone we set for your daughter's commitment in TY.

- **Communication**

During TY we use all the communication tools of the school: Office 365, the School App, School Website (<http://www.loretoclonmel.ie/>) and social media (Twitter, Facebook and Instagram) to inform you and the students of what is going on in TY. Along with this we have a TY mobile (086-1896279) and email (ty@loretoclonmel.ie) which you can use for contacting the coordinator directly. You will receive a school report twice a year via VSWare.

- **TY Activities**

A full timetable of subjects, modules, activities, once-off events and trips is being planned for your daughter's year. These are being finalised and you will be kept informed of what is arranged.

- **TY Finance**

In order to fund the year please ensure you have contacted our Financial Secretary, Suzanne Fitzgerald (sfitzgerald@loretoclonmel.ie) to discuss your payment plan or have paid the first instalment at this stage.

- **Assessment of TY** – TY is assessed under the following headings

- 20% -Attendance
- 20% -Completion of School Diary
- 20% -Teacher/Tutor Report and exam grades
- 20% -Work Experience/Community Involvement
- 20% -Final interview & portfolio presentation

- **Tips for parents to ensure a Successful TY**

- Set the tone and offer encouragement from day one
- Ask what they are doing regularly, know the calendar and what is coming up
- Help organise the work placement, but don't do it for them
- Help them research & look for additional activities outside the school programme – is there an opportunity for TY's in your place of work?
- Please ensure access to technology at home (PC/Printer)
- In TY students are busier in a different way, help them with time management & deadlines



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- **Opportunity: Gym Instructor's Course (see information leaflet attached)**

For the past two years the school has facilitated an external course to run on Mondays in TY. A number of students opted to take the course and by the school providing the facilities for the course, the cost of it to students has been greatly reduced. This has been very successful and may be something you want to consider. There is an information sheet attached and you can also contact the organiser – Stephen Barcoe 087-6602992 – if you have questions.

Please do not hesitate to contact me with any questions, and in the mean time I hope you all stay safe and well and the Junior Cycle preparation is continuing successfully in your home.

Yours sincerely

Michele Culliton

Programme Coordinator

micheleculliton@loretoclonmel.ie

Transition Year Gym Instructor Qualification

Gym Instructor Qualification:

With an increase in awareness about health and fitness there is a massive increase in the number of people taking part in physical activities and joining gyms. This has caused an increased demand for health and fitness professionals. This course offers students the knowledge, skills and qualifications to keep themselves fit and healthy and to work in the fitness industry helping others to do so too. It can be a great way for people who are not into the “traditional” sports to find a way to keep themselves active and healthy.

This will be our third year running this course in the Loreto Clonmel. So far we have had 37 girls complete the course. The feedback from the girls who have completed the course has been positive and some are currently working in local gyms part-time.

The Tutor:

My name is Stephen Barcoe and below is some information about me.

- I have been working in the Fitness Industry since 2010
- I specialised in Personal Training and Strength and Conditioning in the University of Limerick
- I have been Training Personal Trainers and Gym Instructors since 2013
- I have been delivering a range of courses and qualifications around Ireland for the leading fitness providers including National Council of Exercise and Fitness in the University of Limerick (NCEF), Active IQ, ETB’s around the country and ITEC.

The Qualification:

ITEC, International Therapy Examination Council qualifications are recognised in 52 countries around the world. The ITEC gym instructor qualification is a highly sought after and recognised qualification in the Irish fitness industry. The certificate awarded on completion of the programme is the equivalent of level 4 on the National Framework of Qualifications. The course focuses on a blend of theory and practical sessions to give students the best possible experience and knowledge.

Work Experience:

A core element of transition year is the undertaking of work experience by students. I will assist students source work experience in local gyms and health clubs where they will be given the chance to develop their new skills and gain industry experience. This will give students crucial experience which can be reflected on their curriculum vitae.

Modules covered	Further Education Options	Career Options
<ul style="list-style-type: none">• Anatomy and Physiology for Exercise• Health, Safety and Welfare in a Fitness Environment• Principles of Exercise, Fitness and Health• Practical knowledge and training tips to support clients who take part in exercise and physical activity• Planning gym-based exercise• Instructing gym-based exercise• Delivering Circuit Training Sessions	<ul style="list-style-type: none">• Personal Training• Strength and Conditioning• Physiotherapist• Degree in Sports Science	<ul style="list-style-type: none">• Gyms• Health Clubs• Cruise Ships• Hotels and Resorts• Self Employed

Course Details:

The course runs for 14 days during the school year on some of the work placement days. We arrange some sessions in the Minella Hotel gym as well as practical sessions in the school gym. We run the course at a discounted rate of €600 (usually the course cost approx. €1,500) which includes everything from manuals, gym sessions and certification.