



Circular 0021/2008

To: Management Authorities of Second-Level Schools

Leaving Certificate Applied (LCA) in 2008/09

1. The Leaving Certificate Applied is one of the options of the revised Senior Cycle structure. The programme has been introduced on a phased basis since September 1995.
2. Schools currently approved to offer the Leaving Certificate Applied may cater for a further LCA student intake in 2008/09 and it is not necessary for those schools to complete the attached application form.
3. Schools wishing to offer the LCA **for the first time** in September 2008 are requested to complete the attached application form and return it to the Department. The **closing date** for the receipt of the application forms is **28 March 2008**.
4. In-service for continuing and new applicants will be provided by the Second Level Support Service in Blackrock Education Centre, Kill Avenue, Dun Laoghaire, Co. Dublin. The intensive phase of inservice provision, which has operated since the mid 1990's, has now concluded. The support service will therefore concentrate its resources on supporting schools new to the programme. **Participation in the necessary inservice is a condition for approval for all new applicants.** Details of all inservice arrangements and briefing sessions will be communicated to applicant schools by the Second Level Support Service.

**Coordinator,
Leaving Certificate Applied Support
Curriculum Development Centre,
St. Patrick's Comprehensive School,
Shannon,
Co. Clare.**

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5. An annual resource grant calculated on the basis of €158.72 per Leaving Certificate Applied pupil will be provided for schools in the free education scheme. The grant will be paid on the basis of information supplied to the Department on the "October List" returns. In the case of VEC schools, the grant will be paid to the relevant Vocational Education Committee
6. An integrated equipment strategy for schools providing the Leaving Certificate Applied and/or the Leaving Certificate Vocational Programme has been introduced. Guidelines for schools on these grant supports for schools commencing the programme are enclosed with this circular.

7. Schools approved for Leaving Certificate Applied will have a teacher allocation as follows-

First Group: The first group of 20 participating pupils, irrespective of the programme year, will attract an allocation of 1.5 whole-time teacher equivalents (WTE). This allocation will apply in the case of the first group even where the actual take-up of approved places is fewer than 20.

Second and subsequent groups: Each additional group of 20 participating students will attract an allocation of 1.25 WTE.

Teacher allocations are normally made on the basis of the numbers of recognised pupils enrolled in Leaving Certificate Applied on 30th September of the previous school year and who are entered on the October lists. Allocations may be adjusted subsequently to take account of significant fluctuation (increase/decrease) in the numbers of students that actually participate in the programme in any year. Teacher allocations for schools participating in the LCA programme for the first time will be considered on a school by school basis. All enquiries relating to teacher allocations should be made to Post-Primary Teacher Allocations Section, Department of Education & Science, Cornamaddy, Athlone, Co. Westmeath.

8. Copies of a revised *Programme Statement and Outline of Student Tasks* drawn up by the National Council for Curriculum and Assessment (NCCA) were circulated to schools/centres in August, 2000. The modules of the Leaving Certificate Applied were reviewed also and appropriate changes introduced where necessary. Copies of the modules were circulated, early in the 2000/01 school year, to schools/centres approved for the programme. The modules have been published on the web and may be accessed at www.lca.ie New schools/centres can obtain copies from the Coordinator, Leaving Certificate Applied Support.
9. On successful completion of the Leaving Certificate Applied, students may progress to further education through Post Leaving Certificate (PLC) courses. The Leaving Certificate Applied is a suitable entry qualification for PLC Courses except for a small number certified by professional bodies.

In general, direct access to the university sector is not possible. Students who complete the Leaving Certificate Applied and progress to Post Leaving Certificate Programmes which are certified as FETAC awards at Level 5 or 6 of the National Framework of Qualifications (Level 5 Certificate and the Advanced Certificate) can become eligible for admission to a wide range of Institute of Technology programmes.

10. Please provide a copy of this circular to the appropriate representatives of parents and teachers for transmission to individual parents and teachers.

**Brigid McManus
Secretary General
February 2008**

[Download Application Form](#) (File Format Word 45KB)