

## Mount Carmel Secondary School

### Leaving Cert Applied Admissions Policy



Leaving Certificate Applied is a course that is specifically designed for students for whom the traditional, Leaving Certificate Established is unsuitable. The aims of this programme differ radically from those of the Leaving Certificate Established and indeed this is reflected in the delivery and assessment of the Leaving Certificate Applied programme.

The Leaving Certificate Applied programme is a 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, and helps students apply what they learn to the real world.

To ensure the suitability of the course for students and the suitability of students for the course, a selection process has been established. Our selection procedure includes an application form, credit awarded for good discipline/attitude, and an interview for each potential student.

Marks will be awarded on the following basis:

Application form-	/10
Discipline-	/40
Attendance -	/40
Interview -	/10
Total-	/100

Every effort will be made to offer a place on the Leaving Certificate Applied course, to students who achieve 60% overall in the selection procedure. Those students who are not successful will be offered a place on the Leaving Certificate Established course.

This Leaving Certificate Applied Admissions' Policy forms part of the school's overall Admissions policy.

## **Procedure for Application**

- The LCA Coordinator will give information on the Leaving Cert Applied programme to parents/guardians at an Information Evening.
- The LCA Coordinator visits all Transition Year and 3<sup>rd</sup> year groups to give an information presentation on the LCA programme. Students are given information leaflets on the programme and application forms.
- Completed Application Forms (See Appendix) must be returned to the LCA Co-Ordinator by the Closing Date specified. (Late applications may not be considered.) Acceptance of the completed application form does not confirm or imply an expectation of being offered a place on the programme.
- External Applicants may fill in the Enrolment Form for Mount Carmel Secondary school and following an expression of interest in the LCA Programme, may request and complete an LCA Application Form and are then subject to the same admission procedures as internal applicants.
- The LCA Co-Ordinator will consult members of the Teaching Staff with respect to the LCA Application List.
- An LCA Selection Committee will be established annually comprising L.C.A. Co-Ordinator, Year Head (3rdYr and/or TY), Guidance Counsellor, Deputy Principal, Principal.
- Applicants will be interviewed.

*The following criteria will help ascertain suitability for the Programme:*

- Level of interest displayed by the student on the application form
- Level of interest indicated by the candidate at the interview.
- Willingness to participate fully in all elements of the L.C.A. Programme.
- Student's satisfactory attendance record in school.
- Student's record of adherence to the Code of Behaviour of Mount Carmel Secondary School or in the case of an external candidate, the student's previous school.
- An assessment of the student's competence and value to be derived from participation in key elements of the L.C.A. programme.
- Assessment of the contribution the applicant can make to the L.C.A. Programme.
- The applicant's age and/or pastoral care needs as communicated by the Year Head, Guidance Counsellor and/or other professionals in the school.

Following final selection by the Selection Committee, successful candidates will be offered a Provisional Place on the Programme and their Parents/Guardians will be informed by letter.

A review of students' suitability will be undertaken over the two years. Should it be deemed that students are not suitable for the programme or the programme is not suitable for the students, they will be advised to transfer to 5<sup>th</sup> Year or TY.

NOTE: Parents/Guardians may appeal against the decision of the Selection Committee to the Board of Management.

**Date of Board of Management Ratification** 10<sup>th</sup> December 2024

**Mount Carmel Secondary School**

**Application for Admission to Leaving Certificate Applied**

**To be completed & signed by the student and signed by parents/guardians**

**STUDENT'S PERSONAL DETAILS**

Name: \_\_\_\_\_

Class \_\_\_\_\_

**Please rate yourself under the following headings:**

	Excellent	Good	Poor
Attendance			
Punctuality			
Ability to follow instructions			
Ability to take correction			
Completion of homework			

What do you like about school at the moment?

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What is your favourite subject? (Explain why)

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What do you hope to do when you leave school?

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Why do you want to enter the LCA programme?

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Outline two reasons why the school should allow you entry to Leaving Certificate Applied

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Are you prepared to	YES	NO
Ensure 90% attendance for each subject module		
Complete four Key Assignments (minimum) for each module		
Complete seven "Tasks"		
Meet all deadlines for Key Assignments and Tasks as set by individual teachers and the Department of Education		

Commit to excellent behaviour in school and for all out of school activities		
Complete all homework on time		
Wear the full school uniform every day		
Bring all necessary equipment, books, resource materials (eg ingredients for Hotel, Catering and Tourism) to class every day		
Take responsibility for arriving to school and to every class on time		
Be co-operative, courteous, friendly and respectful in your relationships with your teachers and classmates		

Students must complete work placements in both 5<sup>th</sup> and 6<sup>th</sup> year LCA, each consisting of a two-week block in November and February. These form an essential and compulsory part of the course, and credits are awarded for this. These placements should reflect the career the student wishes to pursue after school.

I commit to secure and attend a suitable work placement for all block release from school	<u>Yes</u>	<u>No</u>
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Signed \_\_\_\_\_  
Student

Signed \_\_\_\_\_  
Parent/Guardian

## **Appendix 2**

### **LCA – AIMS AND OVERVIEW**

The Leaving Certificate Applied programme is a 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, and helps students apply what they learn to the real world.

The two-year programme consists of four half-year blocks called sessions. Achievement is credited in each session. Courses are offered in three main areas: Vocational Preparation; General Education; and Vocational Education.

#### **Assessment**

Assessment takes place on the completion of modules, and there is also a final examination in each of the following areas:

- English and Communication
- Two vocational specialisms
- Mathematical Applications
- Language
- Social Education

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

### **Changes to the programme**

On 29 March 2022, the Minister for Education, Norma Foley, TD, announced plans for a reimagined Senior Cycle education for post-primary students – Equity and Excellence for All, where the student is at the centre of their Senior Cycle experience. In the context of the LCA programme, it was announced that students’ options would be enhanced by providing access to Leaving Certificate Established (LCE) Mathematics and Modern Foreign Languages from September 2022. As a result, an addendum has been added to the existing programme statement that modifies and supplements it to enable students following the LCA programme to access LCE Mathematics and/or a Modern Foreign Language.

Ratified by the Board of Management on: 10/12/2024