



Scoil Chonglais Post-Primary School

Leaving Cert Applied



BORD OIDEACHAIS AGUS OILIÚNA
CHILL DARA AGUS CHILL MHANTÁIN
KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD

Mission Statement

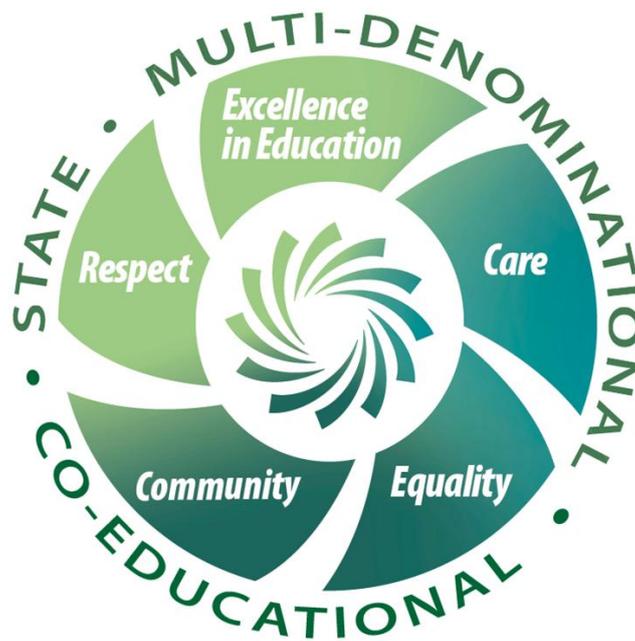
Scoil Chonglais is a warm, caring, and welcoming school in which all students are valued and respected. We provide a positive, supportive, and inclusive learning environment, where each student and their unique contribution is celebrated. We are committed to excellence in education and to empowering each student to reach their full potential.

School Motto

“Empowering Minds, Shaping Futures and Celebrating Success”

KWETB Core Values

Scoil Chonglais is a coeducational, multid denominational post primary school, under the patronage of KWETB. Our school community is committed to our ETB core values of Excellence in Education, Care, Respect, Equality and Community.



Aims And Objectives

The Leaving Certificate Applied Programme is a two-year senior cycle programme designed to meet the needs of students for whom the established Leaving Certificate may not be the most appropriate pathway at this stage of their education. The programme places a strong emphasis on practical learning, personal development, vocational preparation and the application of knowledge and skills in real-life contexts.

This policy has been developed in accordance with the Department of Education Leaving Certificate Applied Programme Guidelines, relevant circulars and assessment regulations, and KWETB policy frameworks. It reflects Scoil Chonglais' commitment to providing a high-quality, coherent and meaningful senior cycle pathway that supports students' personal, social, educational and vocational development.

The LCA Programme in Scoil Chonglais is available to students who have completed Junior Cycle and/or Transition Year, and who demonstrate the motivation and willingness to engage fully with the programme.

This policy operates in conjunction with all other school policies, including the Code of Behaviour, Attendance Policy, Assessment Policy, AEN Policy and Child Safeguarding Statement.

Scoil Chonglais offers the Leaving Certificate Applied Programme (LCA) as a two-year programme post Junior Certificate.

The aims and objectives of the LCA Programme reflect those specific to the guidelines published by the Department of Education and Skills, namely:

- Education that recognises the talents of all students and helps them apply what they learn in the real world.
- Education that provides opportunities for development in terms of responsibility, self-esteem and self-knowledge.

The objectives of the Leaving Certificate Applied Programme are to:

- Recognise and value the diverse talents, abilities and learning styles of students
- Enable students to apply learning in practical, vocational and community contexts
- Promote personal and social development, including self-esteem, responsibility, independence and communication skills
- Prepare students for further education, training, employment and lifelong learning

Curriculum Framework

The LCA Programme in Scoil Chonglais is delivered in accordance with the LCA Curriculum Framework and Module Descriptors as prescribed by the Department of Education.

The programme is organised over four sessions across two academic years, with learning structured through modules and key assignments.

Programme Structure

Vocational Preparation (VPG)

- English and Communications

Vocational Education

- Mathematical Applications
- Information and Communications Technology (ICT)
- Two Vocational Specialisms

General Education

- Social Education
- Arts Education
- Languages
- Leisure and Recreation

Elective Courses and Vocational Specialisms

Vocational Specialisms and Elective Modules are determined annually by Scoil Chonglais, taking into consideration:

- Student needs and interests
- Staff expertise and availability
- Parental expectations
- Local community, enterprise and employment opportunities

Assessment in the Leaving Certificate Applied Programme is carried out in accordance with Department of Education guidelines and comprises three elements:

1. Satisfactory completion of modules
2. Performance in Student Tasks
3. Performance in Terminal Examinations

Assessment takes place over the duration of the two-year programme.

Modules and Attendance

- Students are awarded credits on the satisfactory completion of Key Assignments for each module.
- A minimum of 90% attendance is required for the awarding of module credits, except where absences are certified in accordance with school policy.

Student Tasks

- Students complete seven Student Tasks over the four sessions of the programme.
- Each task requires the completion of a process report, outlining planning, implementation and reflection.
- Student Tasks are assessed by External Examiners appointed by the Department of Education.

Terminal Examinations

Terminal Examinations are held in the following subjects:

- English and Communications
- Mathematical Applications
- Social Education
- Languages
- Two Vocational Specialisms

Certification and Awards

Students who successfully complete the programme will receive a Leaving Certificate Applied Certificate issued by the State Examinations Commission.

Award Levels

Award	Percentage Credits	
Pass	60–69%	120–139
Merit	70–84%	140–169
Distinction	85–100%	170–200

Students who achieve fewer than 120 credits, or who leave the programme before completion, will receive a Record of Experience.

Books and Resources

Textbooks and learning materials are provided through the Free School Book Scheme.

Work Experience

Work Experience is a core and mandatory element of the Leaving Certificate Applied Programme.

- Work Experience takes place one day per week on Tuesdays during the school term.
- Students are required to source and secure their own work experience placements, with guidance and support from the school.
- Students are encouraged to experience at least two different career areas over the duration of the programme.

Student Responsibilities

- Secure a placement prior to the commencement of Year 1 and Year 2
- Attend placements regularly, punctually and in a professional manner
- Students may not complete work experience in a workplace where they already hold a part-time job
- Complete and return:
 - A Work Experience Diary
 - A completed Employer Report Card

Failure to complete or return required documentation may result in the loss of credits.

Monitoring

- Placements are monitored by teaching staff through telephone contact and/or workplace visits
- Scoil Chonglais values the support of local employers and expects students to always represent the school positively

Admissions to the LCA Programme

Eligibility

Applications to the Leaving Certificate Applied Programme are open to students who have completed Junior Cycle and/or Transition Year, subject to suitability and available places.

Application Process

- An annual information session is held for students and parents/guardians
- Application forms are issued by the LCA Coordinator and must be returned by the stated closing date
- Submission of an application does not guarantee a place on the programme
- Priority is given to current Scoil Chonglais students, where demand exceeds capacity

Selection Process

An LCA Selection Committee is established annually and comprises:

- LCA Coordinator
- Third Year Yearhead
- Guidance Counsellor
- Deputy Principal
- Principal

Applicants are interviewed by at least two members of the committee.

Selection Criteria

- Attendance record
- Behaviour record
- Motivation and interest in the programme
- Willingness to engage with all aspects of LCA
- Overall suitability and potential benefit to the student
- Identified pastoral or learning support needs.

Offer of Places and Appeals

- Successful applicants are offered a Provisional Place in writing
- Acceptance is subject to the signing of the LCA Contract by the student and parent/guardian
- Parents/guardians may appeal decisions to the Board of Management

Expectations of Students in the LCA Programme

Students in the LCA Programme are expected to:

- Engage positively with all aspects of the programme, including modules, Student Tasks and work experience
- Maintain satisfactory attendance and punctuality
- Behave responsibly and respectfully in accordance with the Code of Behaviour
- Take ownership of their learning and meet deadlines
- Represent Scoil Chonglais positively in the wider community

Concerns regarding engagement may result in review and intervention by school management and the LCA Coordinator.

Teaching, Learning and Student Support

Teaching and learning in the LCA Programme are based on active, experiential and learner-centred methodologies.

Student progress is monitored through:

- Completion of modules and key assignments
- Student Task preparation
- Attendance and engagement
- Ongoing formative assessment

The LCA Coordinator works collaboratively with the Yearhead, Guidance Counsellor, AEN Team and school management to support students' academic and personal development.

Partnership with Parents/Guardians and the Wider Community

Scoil Chonglais recognises the importance of partnership in supporting student success.

- Parents/Guardians are encouraged to engage through meetings, reports and ongoing communication
- Employers and community organisations play a vital role in supporting work experience
- Scoil Chonglais values and maintains positive relationships with community partners

Review and Evaluation

The LCA Programme is subject to ongoing review as part of the school's School Self-Evaluation (SSE) process.

Review includes:

- Analysis of student outcomes and progression
- Feedback from students, parents/guardians, staff and employers
- Evaluation of curriculum provision and vocational specialisms

Findings inform future planning and development in line with DES requirements and KWETB frameworks.

Review and ratification of Policy

Ratification by Board of Management

This policy was adopted and ratified by the Board of Management on **26/01/2026**

Board of Management Next Review

This policy will be reviewed by the Board of Management in **January 2027**

Appendix A – LCA Module Credits

Credits for Module Completion

Non-Examination Courses	No. of Modules	No. of Credits
Vocational Preparation & Guidance	8	16
Introduction to Information & Communication Technology	2	4
Arts Education	2	4
Leisure and Recreation	2	4
Social Education	4	8
Total	18	36
Final Examination Courses	No. of Modules	No. of Credits
English and Communication	4	4
Vocational Specialisms	8 (4x2)	8
Mathematical Applications	4	4
Languages	4 (2x2)	4
Total	20	20
Elective Modules	No. of Modules	No. of Credits
Current and Validated Modules	4	8
Total	4	8
Senior Cycle SPHE		No. of Credits
Total		4
OVERALL TOTAL	42	68

LCA Modes of Assessment							
Satisfactory completion of modules + 90% attendance						62 credits	31%
<ul style="list-style-type: none"> Evidence of completion of key assignments for each module One credit per course module in which there is a final exam Two credits per course module in which there is NO final exam 							
7 Student Tasks @ 10 credits each						70 credits	35%
Vocational Preparation		Vocational Education (x2)					
General Education		Contemporary Issue					
Personal Reflection		Practical Achievement					
Final Examinations						68 credits	34%
English & Communication 12 credits	Vocational Specialisms (x2) 12 credits each	Languages (x2) 6 credits each	Social Education 10 credits	Mathematical Applications 10 credits			
Total						200 credits	100%

Final Examinations

Area	Credits
English & Communications Oral and written incorporating audio visual	12
Vocational Specialisms (x2) Practical and written - practical briefs issued in advance	12 each
Languages (x2) Oral and written incorporating aural	6 each
Social Education Written incorporating audio	10
Mathematical Applications Written	10
Total	68

CERTIFICATION

Students who successfully complete the programme will receive a certificate from the State Examinations Commission. All credits awarded will be recorded on the Leaving Certificate Applied Certificate.

LCA Certification

Certification awarded at 3 levels		
PASS	120 - 139 credits	60-69%
MERIT	140 - 169 credits	70-84%
DISTINCTION	170 - 200 credits	85-100%

Students who acquire less than 120 credits or who leave the programme early will receive a "Record of Experience".