

Newsletter Date: October 2010

Included in this edition:

- New FESS CPD initiatives are announced
- FESS Communications Resource is now available to Providers
- Information on Equality Authority Conference - Mainstreaming Equality Planning
- Finding your module descriptor on www.fetac.ie
- FETAC publishes new Level 3 Common Awards

NEW FESS CPD Initiatives

Continuing professional development (CPD) support is available to all Department of Education and Skills funded Providers. CPD details can be

found on www.fess.ie where booking arrangements are outlined.

As part of the Autumn / Winter 2010 CPD calendar FESS is offering the following sessions:

1. FETAC Unpacked

This information session addresses the following questions:

- *Are you up to date with current FETAC terminology?
- *Are you benefitting fully from www.fess.ie, www.fetac.ie and other on-line initiatives, supports and resources?
- *Do you need help finding your module descriptor / award specification on the FETAC website, www.fetac.ie?
- *Do you have a ques-

tion about Quality Assurance, the Common Awards System, Programme Validation, Monitoring or other areas?

2. Implementing the Equality Action Planning Framework

FETAC registered Providers need to address the area of Equality under their Quality Assurance agreement with FETAC.

This session will take you through the [Equality Action Planning Framework](#) and Toolkit which was developed by the Further Education Support Service (FESS) to support Providers in planning and meeting equality requirements.

Participants will receive a copy of the FESS Equality Action Planning Framework document.

3. Local Seminars

Providers may request seminar themes from the FESS CPD Calendar, or other themes, to meet relevant training needs / requirements, at a local / regional level by speaking to their [regional support officer](#).

Contact Us

We always welcome your feedback. All members of the FESS team can be contacted through our [website](#).

Equality Authority Conference Mainstreaming Equality - Planning for Equality

The Equality Authority is announcing its sixth annual conference on 'Mainstreaming Equality - Promoting Equality and Accommodating Diversity in Further Education, Training and Labour Market Programmes'.

The conference theme this year is "Planning for Equality".

It will feature national and international speakers on equality issues in vocational, further educa-

tion and labour market programmes.

The conference will take place on:

**9th November
2010
Dublin Castle**

For further information please see

[http://www.equality.ie/index.asp?](http://www.equality.ie/index.asp?locID=317&docID=937)

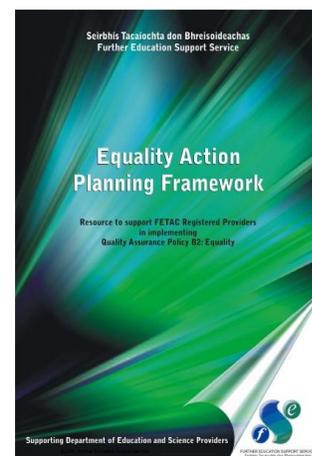
[locID=317&docID=937](http://www.equality.ie/index.asp?locID=317&docID=937)

To date FESS have co-operated closely with the

Equality Authority on support initiatives, including the development of the FESS Equality Action Planning Framework.

Remember that FESS is currently offering a seminar on; Implementing the Equality Action Planning Framework.

Please see www.fess.ie for further information.



Communications Resource Just Published

The Further Education Support Service Communications Resource - **Communicating in a Further Education Context** - is now available to download from www.fess.ie



The Further Education Support Service Communications Resource - **Communicating in a Further Education Context**

has been developed by a FESS Task Group, comprised of several stakeholder representatives, to assist Providers / Centres in ensuring the effective implementation of Communications Processes and Procedures across all of the areas of the Provider's Quality Assurance Agreement with FETAC.

There are four main sections in the resource. These sections comprise tools that are designed to be used together or as independent instruments to assist Providers in

communicating with all stakeholders.

Section 1: FESS Communications Audit and Planning Tool

This will assist Providers in reviewing current communications practices across the QA areas with all stakeholders and in planning for the future.

Section 2: FESS Checklist for Providing Information to Learners

This will assist Providers in ensuring that all relevant information is communicated to Learners.

Section 3: FESS Checklist for Providing Information to Learners

This will assist Providers in ensuring that Staff are

informed of and updated with all relevant information.

Section 4: Suggested Methodologies for Communicating in a Further Education Context

This gives an overview of some possible communications methodologies that Providers may use.

We look forward to your feedback on this resource.

FETAC Awards for Consultation

A number of FETAC Level 4, 5 & 6 awards are, or will be, published for consultation on the FETAC website. If you are interested in providing feedback, you can do so **on-line**.

Finding your Module Descriptor on www.fetac.ie

If you are having difficulty finding your award specification (module descriptor) on the FETAC website you might find it helpful to check out www.fess.ie for a short **on-line tutorial**.

This tutorial explains the different options that are available to you when using www.fetac.ie. Hopefully you will then be able to find any module descriptor from Level 3 to Level 6.



FETAC Publishes New Level 3 Common Awards

FETAC has published seven new Level 3 Common Awards:
- 4 Major and
- 3 Special Purpose.
Providers wishing to offer these awards to Learners must have their

programmes leading to these awards validated by FETAC prior to delivery.
All awards are available for viewing on the FETAC website in FETAC's **Awards Directory**.

In addition, FETAC has also published two information leaflets for Providers:
All you need to know about Level 3 and
The Common Awards

System—Making the moves ... as easy as A,P,C.
Both of these leaflets are available for viewing on the FETAC website and will also be posted to Centres.



The Further Education Support Service is funded through the Department of Education and Skills