

HARTSTOWN COMMUNITY SCHOOL

SPRING 2012

COMMUNITY EDUCATION PROGRAMME

MONDAY

- 101 **AEROBICS** 7.30 – 8.25 pm € 60
Aerobic workout with non-contact punches and kicks and toning.
- 102 **ANGELS** € 90
Working with Angels can create miraculous changes in your life. Learn how to connect with your Angels on a daily basis and let go of negativity. Class includes guided meditations. (8 weeks)
- 103 **ARCHAEOLOGY FOR ALL** € 90
Discover the worlds of past peoples, from hunter-gatherers to the tomb-builders of Newgrange, to the Celts, Vikings and beyond. This course will provide a starting point for research of your own.
- 104 **ART (Watercolours)** € 90
Techniques of watercolour painting to include landscapes and still life
- 105 **BEADED JEWELLERY 7.00 – 9.30pm (8wks)** € 90
Learn to design and make your own jewellery using bead weaving stitches including the brick stitch, peyote stitch, herringbone stitch and pearl stringing and more.
- 106 **BELLY DANCING (Beginners) 7.30 – 8.25 pm** € 65
- 107 **BELLY DANCING (Beginners) 8.35 – 9.30 pm** € 65
Ladies! A fun way to lose weight, stay in good shape and learn this very ancient traditional dance of the Middle-Eastern countries such as Egypt, Turkey and Mesopotamia. Wear a loose skirt or comfortable clothing.
- 108 **CAKE DECORATION AND SUGAR CRAFT 7– 9pm** € 100
For those who have already completed the beginners' course. Sugarpaste, pastillage, royal icing, two tier cake, bride/groom, slipper, collars,, handbags, shoes. Course materials extra. (Stage 2)
- 109 **CLICKER TRAINING FOR YOUR DOG** € 90
Reward based training for your pet. Clicker train your dog and develop a better relationship with them.
- 110 **COMPUTERS FOR BEGINNERS 7.00 – 9.00pm** € 100
Designed to give the basic knowledge required to carry out everyday routine work on a computer.
- 111 **CREATIVE EMBROIDERY** €90
Update an outfit with embroidery stitches, beaded and ribbon embroidery. Learn a variety of embroidery stitches including chain stitch, herringbone, specking and patchwork. Personalise items of clothing using embroidery. A great stress-buster also!
- 112 **CREATIVE WRITING** € 90
Have you ever wanted to write but thought you couldn't? Have you ever felt the fear of the blank page? Do you think you might like to write but have never tried? Bring paper and pen. No previous writing experience necessary
- 113 **DIY / HOME MAINTENANCE** € 90
A general insight into how to work on DIY projects

within your own home. Practical hands-on course.

- 114 **ENGLISH AS AN ALTERNATIVE LANGUAGE** € 90
For adults who wish to learn basic English for everyday life/conversation. Practical English with a focus on speaking skills and vocabulary. (Beginners)
- 115 **ENGLISH AS AN ALTERNATIVE LANGUAGE** € 90
Language skills – reading, writing and speaking - and grammar analysis covered and prepare for optional Cambridge English exams (KET, PET or FCE) (Improvers)
- 116 **ENHANCING PERSONAL EFFECTIVENESS** € 90
This programme will help participants explore and understand how using techniques such as Neuro Linguistic Programming, appreciative inquiry and coaching can help develop a more positive and focused approach to both personal and business challenges
- 117 **FLORISTRY (Beginners)** € 90
A fun course learning how to make bows, bouquets, arrangements and more. Flowers and tools extra.
- 118 **FRENCH (Beginners)** € 90
French is one of the most romantic languages, easy to listen to and a delight to speak. Taught by a native speaker, this fun class is ideally suited to those who want to learn French to get more from holidays or just for fun!
- 119 **GEL NAIL TECHNICIAN 7.00 – 9.00pm** € 120
This 20 hour course offered by Tina's House of Nails and certified by EMF Nails is designed to train participants to work in a beauty salon or at home. A kit costing €390 must be purchased. Bring a friend to model.
- 120 **GARDENING AND GARDEN DESIGN** € 90
Develop your 'room outside' to its best advantage.
- 121 **GOLF (Beginners) 7.00 – 8.00pm** € 100
Learn rules, etiquette, equipment, grip, stance, swing and short game. Two classes held indoors, remaining classes held in Elmgreen Golf Centre. (6 weeks. Golf balls extra)
- 122 **GOLF (Improvers) 8.00 – 9.00pm** € 100
As above plus stance and swing improvements, driver and fairway shots. (6 weeks. Golf balls extra)
- 123 **HEALTHY & WHOLESOME COOKING** € 90
With life in the fast lane this course will help with low fat, low sugar and low salt dishes for a healthier lifestyle. Prepare dishes that are quick and easy to follow for a family or just for one.
- 124 **INTRODUCTION TO AutoCAD 7.00 – 10.00pm** € 170
This course will provide a basic understanding of AutoCAD and allows participants to develop their skills in computer aided drawing. Topics covered to include creating layers, dimensions, text, array, plotting etc.
- 125 **IRISH (Beginners)** € 90
Learn to further your knowledge of your native language in everyday situations. Bigí linn.
- 126 **LIFE DRAWING** € 120
Through a practical approach to drawing and painting the human figure, artists have always studied the art of life drawing to develop a greater awareness of movement, structure and form in a journey of self expression through art.

ENROLMENT

- ◆ Online From 15th December
(See pg 11)
- ◆ Post/Phone From 9th January
- ◆ School Mon 16th January 7 –

9pm

CLASSES COMMENCE

Week beginning Monday 30th January

COMMUNITY EDUCATION DEPT

Tel. 8209863 Fax: 8209867

E-mail: adult_ed@eircom.net

www.hartstown-cep.com

Secretary available 10am – 3pm

CLASS TIMES 7.30 - 9.30 PM
UNLESS OTHERWISE STATED

All levels welcome! (Students supply own materials).

- 127 OIL PAINTING 7.00 – 9.00pm € 90**
An introduction to all aspects of oil painting for both beginners and experienced painters. Individual tuition provided at all levels free choice of subject matter. Please bring a photo or picture to work from and art materials.
- 128 ORGANIC GARDENING (Beginners - 8 weeks) € 90**
Learn how to grow your own vegetables organically. Planning your garden, soil management, compost making, rotation, vegetable and salad growing, pests and disease.
- 129 PC REPAIR & TROUBLESHOOTING 7.00 – 9.30 pm € 100**
Course designed for those who are computer literate and wish to know more about how to repair or upgrade your machine. 8 Weeks (Maximum class 12)
- 130 PHILOSOPHY € 90**
Philosophy aspires to answer the fundamental questions in life and get to the very root of human existence in order to develop a greater understanding of our place in the world and our relationships with one another.
- 131 PHOTOSHOP € 120**
An introduction to Photoshop CS. This course will give you a good working knowledge of CS3. It covers the work area, the tools layers, masking, restoration and preparing images for printing and web publishing. Students should have a good working knowledge of Microsoft Windows and a basic understanding of photographic terms..
- 132 PSYCHOLOGY: An Introduction € 90**
A relaxed and informal course looking at topics such as motivation and emotion, child development, personality theory, nature versus nurture and other areas.
- 133 SEWING & CRAFTWORK 7.30 – 10.00pm € 90**
Learn to use a sewing machine and acquire or improve your sewing skills for repairs and alterations, dressmaking, soft furnishings, curtains, festive decorations, handbag making and many other projects.(8 weeks)
- 134 START YOUR OWN BUSINESS € 90**
An introduction to all the major aspects of planning, starting and running your own small business. The course aims to show participants another side to business, showing why things happen, analysing from a business perspective.
- 135 WEB DESIGN € 120**
Whether you have a hobby, wish to display your talents to the world or would like to promote your small business a web site is the way to go! Using industry standard software learn to design and structure a functional website.
- 136 WOODTURNING (Intermediate) € 95**
Learn all you need to know to improve your woodturning. (€25 for materials)
- 137 YOGA (Beginners) 7.00 – 8.25 pm € 60**
- 138 YOGA (Improvers) 8.35 – 10.00 pm € 60**
A gentle system of yoga, yoga breathing and relaxation focussing on health and balancing out the body, mind and spirit. (Maximum class 20) Please bring a mat and wear comfortable clothing.

TUESDAY

- 201 BALLROOM DANCING (Beginners & Improvers) € 65**
7.00 – 8.00pm
Learn to dance for all occasions. Jive, quickstep, waltz, samba - wedding waltz a speciality.
- 202 LATINO & SALSA DANCING (Beginners & Impvrs) €65**
8.00 – 9.00 pm
Basic steps. Rumba, Salsa, Cha Cha, Jive etc. Fun dance exercise for your health. Partner not required.
- 203 BASIC EMPLOYMENT LAW & PROCEDURE € 90**
This course is aimed at small business owners, team leaders, supervisors and managers. It would also appeal to people who have a general interest in employment law and the basics of management, or to those who are new to a management position or who are running their own business.
- 204 BEADED JEWELLERY 7.00 – 9.30pm (8 Weeks) € 90**
Learn to design and make your own jewellery using basic stringing methods, threads, tigertail, ribbons etc. Learn basic bead weaving methods. (Materials extra)
- 205 BIKE MAINTENANCE € 90**
Cyclists can get the confidence to maintain their bicycle, make it roadworthy and increase their safety. (8 Weeks)
- 206 CAKE DECORATION AND SUGAR CRAFT 7 – 9pm €100**
First night demonstration covering cake, 1 tier christening cake, making roses, making miniature figures, run outs, pulled flowers and a novelty cake. **(Beginners)**
- 207 CAR MAINTENANCE € 90**
Introduction to all main components and systems of the car, safety practices and advice on the service and repair that can be carried out at home.
- 208 COMPUTERISED ACCOUNTS € 105**
Using Sage Line 50 accounting software learn sales, purchases and nominal ledgers, invoicing, petty cash, bank reconciliation, VAT reporting, financial reports and year end processing. Notes supplied (10 Weeks)
- 209 COMPUTING WITH CONFIDENCE 7.00 – 9.00pm € 100**
Take control of your computer, your programs and the Internet. Understand how your computer works and make it work the way you want it to. Load and use programs, understand virus protection, internet searches, shopping, e-mail, solve computer problems on-line and much more. Familiarity with mouse and keyboard necessary
- 210 CREATIVE DRAWING € 90**
Discover exciting methods – both traditional and non-traditional – of producing a drawing as a finished piece of art. Level of expertise is not important; more the intention is to approach the work in an exciting, creative way.
- 211 CROCHET (Beginners) € 90**
Get started in the wonderful handcraft of crochet. Learn the basics needed to complete your own project and how to read a pattern. You will get 'hooked' once you start.

- 212 DIGITAL FILM MAKING (An Introduction) € 90**
Learn the skills to improve your home movies from a filmmaking professional – a guide to script, camera, sound, and editing for the beginner. From short films, music videos, family holidays to wedding videos – this course will improve your work!
- 213 EXPLORING BEER € 115**
Learn about all aspects of beer, from production and tasting right through to beer with food and making your own! Beer notes provided along with all materials. Please leave your car at home!
- 214 FENCING (Beginners) € 90**
Includes introductory and basic fencing techniques. All equipment will be supplied. Instruction given by qualified B.A.F. coach. Participants to wear tracksuit, trainers and glove for weapon hand.
- 215 FIRST AID 8.00 – 9.30pm € 80**
A basic course which looks at first aid treatment of burns, fractures, haemorrhage and demonstrations of CPR. (8 wks)
- 216 FLORISTRY (Advanced) € 90**
An exciting course covering bouquets, wedding flowers and silk arrangements. Flowers and tools extra.
- 217 GENEALOGY € 90**
Acquire the skills necessary to select, locate and use the appropriate sources for basic genealogy searches.
- 218 GERMAN € 90**
Learn to speak and write the language for all situations – work, rest and play – in a fun and relaxed atmosphere. All levels welcome.
- 219 GUITAR (Improvers) 7.30 – 8.30pm € 60**
From beginner to improver – learn more chords, techniques and playing styles to help your performance.
- 220 INTERIOR DESIGN € 90**
Design a room in your home. During this 10 week course each student will be taught how to turn their individual design ideas into learning the principles of Interior Design from a professional interior designer.
- 221 INTERNET FOR THE OVER 50's € 100**
Learn how to e-mail, transfer photographs, book holidays, pay bills online, download forms and much more all at your own pace in a relaxed atmosphere.
- 222 ITALIAN (Beginners) € 90**
Basic introduction to the language, the people and the ways of Italy
- 223 JOY OF COOKING € 90**
Practical cooking for everyone covering family meals to entertaining with stir fries, pasta dishes and more with easy-to-follow recipes. With the cost of food in mind this course will help to budget your food bill.
- 224 LIFE COACHING € 90**
Life coaching can help give you direction in life. Learn how to negotiate your personal journey through life by using a combination of life coaching techniques with meditation to be all that you can be.(8 weeks)

- 225 **METAL CRAFT** € 100
Introduction to basic metal work skills. Course includes both theoretical input and practical work to design and manufacture a decorative artefact for the home.
- 226 **PAVEE/IRISH TRAVELLER – HERBCRAFT AND STORYTELLING** € 90
This class explores traveller culture in all its diversity, providing a theoretical and practical insight into a fascinating world. Of especial interest to the health and community sectors, those with an interest in folk culture, herbal medicine etc.
- 227 **PORTUGUESE (Beginners)** €90
Basic level of conversation for use in everyday situations.
- 228 **PROJECT MANAGEMENT (An Introduction)** € 90
An introduction to one of the most used project management methodology (PMI). This course appeals to people asked to manage a project without any experience. A case study will be conducted during the course allowing participants to apply concepts to practical examples.
- 229 **PSYCHOLOGY OF CRIMINAL BEHAVIOUR** € 90
Intended for those who are interested in the psychology of crime and learning more about types of crime and their causes and effects. If you like 'Criminal Minds' and 'CSI' you will love this course!
- 230 **SIGN LANGUAGE 7.30 – 9.00 pm** € 100
Basic introduction to sign language for everyday use.
- 231 **STYLE with Colour ME Beautiful** € 60
Wearing colours that complement you and knowing your bodylines will make shopping easier and eliminate expensive mistakes. Learn those styles that look great on you and what to avoid. Reinvent your look learning practical tips on makeup and accessories. (5 weeks)
- 232 **THE EU AND ITS INFLUENCE ON IRELAND** €90
This course examines the EU's political development to date, its distinctive legal nature, its institutions, its policies, its range of legal competencies and its relations with the rest of the world. The impact of the EU on Ireland will receive special attention throughout.
- 233 **THE SECRET TO A BETTER LIFE** € 90
By changing your mindset, you can change your life! Using a combination of stress management, aromatherapy massage, relaxation therapy, hand reflexology, aura cleansing and positive thinking your life can change for the better and people around you will also benefit. Take a chance, come along and start changing your life today.
- 234 **WAREHOUSING** € 90
This course is of definite benefit to those wishing to begin a career, or aiming to develop their career, in warehousing or logistics
- 235 **WEIGHT MANAGEMENT & NUTRITION 7 – 8.30pm** € 75
Course designed to achieve weight loss and participate in individual nutrition analysis. An educational programme using motivational strategies and behaviour modification to achieve personal targets to enhance a positive lifestyle transformation.
- 236 **WOODTURNING (Advanced)** € 95

Participants must be confident with lathe and tools and have completed at least one beginners' course.

- 237 **YOGA (Beginners) 7.00 – 8.25 pm** € 60
- 238 **YOGA (Improvers) 8.35 – 10.00 pm** € 60
Bringing balance and harmony to body and mind, this Ancient Indian discipline will help you to relax, focus and improve physical and mental health

PARENTING COURSE TUESDAY 7.30 – 9.30pm

TOPICS COVERED

Parent/Teen Relationships / Parenting Styles / Child & Adolescent Development/ Coping Strategies / Peer Pressure / Communication / Friendship and more

STARTS Tues 31st Jan. (8 weeks) – €40
Fee refundable with 75% attendance

WEDNESDAY

- 301 **ASIAN COOKING** € 90
Learn how to create restaurant-style Indian and Thai cooking. Includes starters, side dishes and main courses. Learn tips, tricks and techniques. Mixture of demonstration and hands-on cooking.
- 302 **BOOK-KEEPING & ACCOUNTS (Beginners)** € 90
Introduction to the basic principles of accounting, debtors & creditor ledgers, bank reconciliation and preparation of wages/salaries (PAYE/PRSI), trial balance, final accounts and introduction to VAT.
- 303 **BODYSULPT AEROBICS 7.30 – 8.25pm** € 60
A fitness class combining a series of exercises to improve body tone and increase aerobic fitness.
- 304 **CAKE DECORATION AND SUGAR CRAFT 7 – 9pm** €100
First night demonstration covering cake, 1 tier christening cake, making roses, making miniature figures, run outs, pulled flowers and a novelty cake. (**Beginners**)
- 304 **COMPUTERS (Beginners) 6.45 – 8.15 pm** € 95
Pre-ECDL course for the absolute beginner. Familiarise yourself with your PC before taking the next step.
- 305 **COMPUTERS (Intermediate) 8.30 – 10.00 pm** € 95
Based on ECDL word processing module. Course will cover basic tasks through to advanced. Some previous computer knowledge required and access to a PC an advantage.
- 306 **CONFLICT MANAGEMENT** € 90
This course will give you the tools and techniques required to manage conflict in any environment. You will become more personally aware and assertive.
- 307 **COUNSELLING – An Introduction** € 90
This course will enable you to understand counselling and to differentiate it from other activities and skills to bring about self-awareness. Course topics will include theory of counselling, counselling skills and counselling with adults, adolescents and children.

- 308 **CREATIVE CARD MAKING** € 90
An introduction to the various techniques involved in making your own greeting cards and scrapbook pages. Learn rubber stamping, embossing, decoupage, quilling and other aspects of card craft (8 weeks). (Specialist kit required costing €25)
- 309 **CROCHET (Improvers)** € 90
Improve your crochet skills. Crochet is so trendy right now. Learn to make your own autumn/winter tops, ponchos or baby wear. Need to have completed a Beginners' class.
- 310 **EXERCISE TO ENERGISE (Age 55+) 6.30 – 7.30pm** € 50
A gentle exercise routine designed to improve the condition of the heart and lungs followed by a toning programme to increase muscle strength. We will finish with stretching for flexibility and relaxation.
- 311 **FRENCH (Improvers)** € 90
For those who have completed a beginners' course
- 312 **GOLF (Beginners) 7.00 – 8.00pm** € 100
Learn rules, etiquette, equipment, grip, stance, swing and short game. Two classes held indoors, remaining classes held in Elmgreen Golf Centre. (6 weeks. Golf balls extra)
- 313 **GOLF (Improvers) 8.00 – 9.00pm** € 100
As above plus stance and swing improvements, driver and fairway shots. (6 weeks. Golf balls extra)
- 314 **GUITAR (Beginners) 7.30 – 9.30pm** € 90
Have fun learning guitar in this step by step class for total beginners
- 315 **HAIRDRESSING (Beginners)** € 90
Basic introduction to hairdressing to include cutting, perming, colouring and upstyles.
- 316 **INDIAN HEAD MASSAGE & RELAXATION 7.15 – 9.30** € 90
Learn how to give and receive a quality massage, easing tension and stress in the upper back, shoulders, arms, neck, head and face. Massage will be worked in a seated position through the clothes. A number of relaxation techniques will be used. Time out to unwind and destress (8 weeks)
- 317 **JOB SEEKERS BOOTCAMP (Monday & Wednesday)** € 90
This short-term course is for people who, while searching for work, need focus, guidance and that extra push to continue their search. Particular focus is on self-motivation and belief. Basic English language required as the course includes written and verbal communication. **Course runs two nights a week on Mondays and Wednesdays for 4 weeks.**
- 318 **LITERATURE APPRECIATION** € 90
We will look at works from the classics to modern and discuss some famous writers including Shakespeare, Keats, Yeats, Kavanagh. Will cover poetry, drama and the novel and examine character, plot, imagery etc.
- 319 **MEDITATION** € 90
The course offers practical ways to relax, meditate and become still. It is designed for people who want to develop inner stillness, awareness and peace and destress from their busy lives.

- 320 PERSONAL DEVELOPMENT** € 90
Taking effective control of your life. Course covers self-esteem, assertiveness, communication and goal-setting. It incorporates a holistic and reflective outlook on life...
- 321 PHOTOGRAPHY** € 95
Introductory course in photography. Participants learn about camera techniques and controls, image quality, composition, exposure and an introduction to digital manipulation. Course suited to both film and digital camera users
- 322 PILATES (Beginners) 6.30 – 7.25pm** € 65
- 323 PILATES (Beginners) 7.30 – 8.25pm** € 65
- 324 PILATES (Improvers – 8 weeks) 8.30 – 9.30pm** € 65
Develops core muscle strength, relieves stress and back pain, improves balance and co-ordination
- 325 POLISH** € 90
Whether you want to learn Polish for holiday, business or to surprise your friends from Poland this course will provide you with sufficient information and knowledge to communicate
- 326 PUBLIC SPEAKING AND PRESENTATION SKILLS** € 90
This fun and informative course provides all the skills and techniques required to confidently speak in front of an audience, whether preparing for a wedding speech or making a formal business presentation.
- 327 SPANISH (Beginners)** € 90
Basic level of conversation for use in everyday situations.
- 328 SPANISH (Improvers)** € 90
The next step for those who have completed a beginners' course.
- 329 STAINED GLASS (Beginners to Intermediate)** € 130
This workshop involves using Tiffany style (copper foil) methods. Working with small 2D objects and 3D objects. All materials included. (6 weeks)
- 331 TAI-CHI (Beginner) 7.00 – 8.25 pm** € 60
- 332 TAI-CHI (Improver) 8.35 – 10.00 pm** € 60
Ancient Chinese art of exercise and meditation through gentle movement. Build natural strengths to handle everyday stresses
- 333 TAROT CARD READING** € 90
This course covers the study and explanation of the Tarot as both a tool of personal empowerment and an instrument of self exploration and guidance. Learn to read, review and understand the significance of the cards.
- 334 TIN WHISTLE** € 90
Improve your skills and knowledge of playing and expand your repertoire of tunes. Acquire popular 'session' tunes to join in! (Key of D whistle required – Generation recommended).
- 335 TOP TO TOE BEAUTY** €
90
Enhance your appearance with professional advice and tips on make-up, skincare, hair and nails from a qualified MAC make-up artist. Get that salon look for less!

- 336 WOODTURNING (Beginners)** € 95
Learn all you need to know to start or improve your woodturning. No experience necessary, just a love of wood. Beginners will make a candlestick holder and a 2 piece lamp.
- 337 YOGA - Hatha (Beginners) 7.00 – 8.25 pm** € 60
- 338 YOGA - Hatha (Beginners) 8.35 – 10.00 pm** € 60
Bringing balance and harmony to body and mind, this Ancient Indian discipline will help you to relax, focus and improve physical and mental health.
- 339 YOU CAN HEAL YOUR LIFE** € 90
Based on the philosophy of Louise Hay. Improve your life by changing your thoughts in a practical, easy to understand, relaxed and fun-filled way! Come prepared for a positive change!
- 340 ZUMBA!!!** € 65
Latin-inspired fitness programme that is exhilarating, effective and calorie-burning. Come to the party!

Online Enrolment Procedure

1. Go on to www.hartstown-cep.com
2. Select the online enrolment option on the home page
3. Choose the course you want
4. Register

UNIVERSITY/FURTHER EDUCATION INSTITUTIONS ACCREDITED COURSES AT HARTSTOWN COMMUNITY SCHOOL

IPPA CHILDCARE (FETAC Level 5)
Resumes 1st January 2012

IRISH ACADEMY OF PUBLIC RELATIONS

RADIO PRESENTING € 295
Classes held in Hartstown and Dublin City FM
Mondays (7 weeks) 7.30 – 9.30pm

WEDDING SPECTACULAR!

Learn to dance for your special day

Two hour workshop covering posing for your photos, cutting that cake and the essential first dance.
Saturday, Feb 11th, 10.00 a.m. - 12.00 noon €70 per couple

Dóchas – Community Suicide Support Group

For more information, please contact Blanchardstown Centre Oratory
(Yellow entrance)
Tel. 8200915/0868806300

Lions Club launch:

“Message in a Bottle Emergency Information Scheme”
Monday 27th February 8:00, Hartstown C.S.
Ideal for the Elderly or people living alone. All of your medical details and history conveniently stored at home for emergency services should you be left incapacitated. This scheme is free to the user.

GENERAL INFORMATION

FEES

1. Fees are payable on enrolment.
2. Fees are non-refundable except where a class is not formed. In such a case, you may choose another class or have your fee refunded.
3. Fees cover tuition and the use of the building only. Materials used are at the discretion of the tutors and must be paid for separately.
4. A discount of €15 per course on production of Senior Citizens Pension Book.

CLASSES

1. The formation of classes depends on demand & availability of teachers.
2. Transfer from one class to another is not permitted except with the permission of the Adult Education Director.
3. Numbers may have to be restricted in certain courses.
4. Courses are provided for those over 16 years of age.
5. All adult classes are of 10 weeks duration unless otherwise stated.

OTHER

1. Only credit card bookings will be accepted by telephone.
2. Smoking is not permitted on school premises and grounds.
3. All students attend at their own risk. The Board of Management cannot accept any responsibility for injury to any person or for property stolen or mislaid on the premises. Please advise tutor of any relevant medical condition.

DATES FOR YOUR DIARY			
	MON	TUES	WEDS
WEEK 1	Jan 30 th	Jan 31 st	Feb 1 st
WEEK 2	Feb 6 th	Feb 7 th	Feb 8 th
MID-TERM BREAK FEB 13TH			
WEEK 3	Feb 20 th	Feb 21 st	Feb 22 nd
WEEK 4	Feb 27 th	Feb 28 th	Feb 29 th
WEEK 5	Mar 5 th	Mar 6 th	Mar 7 th
WEEK 6	Mar 12 th	Mar 13 th	Mar 14 th
WEEK 7	Bank Holiday	Mar 20 th	Mar 21 st
WEEK 8	Mar 26 th	Mar 27 th	Mar 28 th
EASTER HOLIDAYS 2ND APRIL (2 WEEKS)			
WEEK 9	April 16 th	April 17 th	April 18 th
WEEK 10	April 23 rd	April 24 th	April 25 th
EXTRA WEEK	April 30 th		

POSTAL ENROLMENT FORM

Name: _____

Address: _____

Ph. _____ (Day) _____ (Evening)

Course : _____ No. _____

Amount enclosed € _____ (No cash please)

Credit Card Application

Mastercard Visa Laser

Card No.

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Expiry Date: _____

Cardholder's Name: _____

Please Note:

1. Unless you are contacted by the school you have been accepted on your first choice course.
2. Full course fees must accompany this form.
3. Cheques made payable to Hartstown Community School.

Adult Education Department
 Hartstown Community School Dublin 15