



Bord Oideachais agus Oiliúna Dublin and Dún Laoghaire
Átha Cliath agus Dhún Laoghaire Education and Training Board



Annual Report



2021

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WELCOME BY AN CATHAOIRLEACH

As Cathaoirleach of Dublin & Dun Laoghaire ETB I am privileged to introduce the DDLETB Annual Report 2021 which outlines the comprehensive range of activities delivered by DDLETB's schools, centres and services over the past twelve-months.

DDLETB is one of the biggest Education and Training Board's in Ireland and is always responsive to the needs of students and learners whether at primary, post-primary or further education level, none more so than in the past two years when schools and centres of education were closed as a result of Covid-19. The effects in education have been wide-ranging. Supporting students with special needs and those at risk of educational disadvantage was very important for DDLETB during 2021 and continues into 2022.

This report charts the organisations success and highlights the flexibility, ingenuity, and resilience of our staff. As Chairperson of the Board I wish to commend the work carried out on this annual report and I thank all the members of the Board of DDLETB together with the executive and staff throughout the organisation, who continue to give generously of their time in support of building an education and training sector in this region throughout 2021.



Cllr. Joe Newman

Cathaoirleach

FOREWORD BY THE CHIEF EXECUTIVE OFFICER

This 2021 Annual Report captures the sincere efforts and achievements of staff across DDLETB during another exceptional year.

The Board has received reports during the year of the activity in schools, centres and services which have detailed the work done to ensure the continuity of teaching and learning throughout the year in all contexts.

DDLETB measures its progress in relation to the first and second goals of the DDLETB Statement of Strategy; **High Quality Education and Training Programmes** and **High Quality Experience for Learners**. I am very proud of the commitment of all DDLETB staff to maintain the highest standards of delivery to our students during 2021.

In schools, student numbers have again grown, with 19823 students in thirty-one (31) post primary schools, including four Gaelcholáistí. In our community national schools, there are 3250 students in nine (9) primary schools, two (2) special care unit schools, one (1) special community

national school, and one (1) children's detention centre school. The work is proceeding across the schools' network to ensure support from the ETB and from the networks of principals, deputy principals, special education, DEIS, guidance counsellors, digital learning and other continuing professional development activities.

Youth Services continue to manage, fund and support services to 23,716 young people in the three counties of Fingal, South Dublin and Dun Laoghaire-Rathdown. Our Music Generation application in partnership with stakeholders was progressed in 2021.

DDLETB delivered further education and training (FET) to almost 23,425 people in 2021. Some FET programmes sustained learner numbers or saw an increase, for example, Post Leaving Certificate courses, Skills to Advance and Traineeships for the Employed, due to the demand for educational progression or career upskilling and reskilling. This demonstrates the professionalism and responsiveness of

FET centres and colleges to continue to provide remote and blended learning.

Continuous professional development (CPD) continued at speed during 2021 including the Teacher Leadership Programme (TLP) and Middle Leadership Programme (MLP). Centralised learner support through a variety of engaging and interactive learning community sessions, supported the use of DDLETB-sponsored IT platforms and virtual learning environments (VLEs) in our schools, colleges and centres.

It is a privilege to witness the great work of almost 4,000 staff who continue to bring new ideas to their engagement with students, learners and clients.

This report acknowledges the outstanding response of all DDLETB staff to the needs of learners and their commitment to the ethos and best traditions of public service, teaching and learning in the difficult circumstances of 2021. Our learners also

deserve acknowledgement for their positive engagement during and emerging from the Covid19 pandemic.

In 2021, DDLETB commenced the development of the Statement of Strategy 2022-2026 and look forward to working with the Board and the publication of the Strategy in 2022.

We are grateful for the support of DDLETB's Board in working to ensure the best possible service for the community of this ETB.

Caitriona Murphy
Chief Executive Officer



1

The Board

The Executive

Functions of the Board

Vision, Mission and Values



SECTION 1

THE BOARD, THE EXECUTIVE, FUNCTIONS, MISSION AND VALUES

THE BOARD

DDLETB Board as at 31st December 2021

<i>Member</i>	<i>Nomination Body</i>	
Ms Daneve Harris (Cathaoirleach Sept 20)	National Parents Association	Jan – Dec 2021
Cllr Kazi Ahmed	Dun Laoghaire Rathdown County Council	Jan – Dec 2021
Cllr Cathal Boland	Fingal County Council	Jan – Dec 2021
Cllr Michael Clark	Dun Laoghaire Rathdown County Council	Jan – Dec 2021
Cllr Yvonne Collins	South Dublin County Council	Jan – Dec 2021
Cllr Peter Kavanagh	South Dublin County Council	Jan – Dec 2021
Cllr Pamela Kearns	South Dublin County Council	Jan – Dec 2021
Cllr Brigid Manton	Fingal County Council	Jan – Dec 2021
Cllr Joe Newman (Cathaoirleach Sept 21)	Fingal County Council	Jan – Dec 2021
Cllr Ed O'Brien	South Dublin County Council	Jan – Dec 2021
Cllr Una Power	Dun Laoghaire Rathdown County Council	Jan – Dec 2021
Cllr Pamela Conroy	Fingal County Council	Jan – Dec 2021
Cllr John Walsh	Fingal County Council	Jan – Dec 2021
Mr Ken Farrell	Irish Congress of Trade Unions	Jan – Dec 2021
Ms Anne Genockey	AONTAS	Jan – Dec 2021
Mr Colm Kilgallon	AONTAS	Jan – Dec 2021
Ms Claire Markey	Staff	Jan – Dec 2021

Mr Gerry McGuire (Leas Cathaoirleach)	Chambers Ireland	Jan – Dec 2021
Mr Paul McNally	National Parents Association	Jan – Sept 2021
Mr Brendan O'Halloran	Staff	Jan – Dec 2021
Kenneth Rea	National Parents Association	Sept – Dec 2021



THE EXECUTIVE

DDLETB Executive as at 31st December 2021		
Ms Caitriona Murphy	Chief Executive Officer	Jan – Dec 2021
Mr Adrian Flynn	Director of Schools	Jan – Dec 2021
Ms Debbie Howlett	Director of Organisation Support & Development	Jan – Dec 2021
Mr Trevor Moore	Director of Further Education & Training	Jan – August 2021
Siobhan Lynch	Director of Further Education & Training	Sept – Dec 2021
Ms Nichola Spokes	Director of Schools	Jan – Nov 2021
Mr Noel Kelly	Director of Schools	Nov – Dec 2021

FUNCTIONS OF THE ETB BOARD

The functions of the Board are either executive or reserved. Executive functions are carried out by the Chief Executive and reserved functions are carried out by the Board. Reserved functions are set out in Section 12 (2) of the ETB Act 2013 and are summarised as follows:

Functions of the Board
1. A request to the Minister for a name by which the board may describe itself for operational purposes.
2. The appointment of a Chief Executive.
3. The suspension of a Chief Executive.
4. The establishment of a scholarship.
5. The giving of an opinion as to persons with whom the Chief Executive must consult in the preparation of a strategy statement.
6. The adoption of a strategy statement.
7. The adoption of an annual report.
8. The acceptance of gifts or being constituted as a trustee.
9. A decision to authorise the attendance by a member at a conference, seminar, meeting or event.
10. In relation to an ETB Committee: <ul style="list-style-type: none"> (i) the establishment or dissolution of the Committee; (ii) the determination of the terms of reference and the regulation of the procedures of the Committee; (iii) the appointment or removal from office of a member (including the chairperson) of the Committee, and (iv) the confirmation of an act of the Committee.
11. In relation to a Finance Committee and an Audit and Risk Committee: <ul style="list-style-type: none"> (i) the establishment of those Committees; (ii) the appointment and removal of a member (including the chairperson) of those Committees, and (iii) the receipt of a report prepared by each of those Committees and the

determination of what action (if any) should be taken as a result of the findings of any such report.
12. The adoption of an annual service plan.
13. The power to borrow money.
14. The keeping of accounts.
15. The acquisition, holding and disposal of land, or any interest in land 53 Subject to regulations made by the Minister.

ATTENDANCE AT MEETINGS IN 2021

THE BOARD

Members' attendance at meetings in 2021 :

Member	Duration	Feb	Feb	Mar	May	Jun	Sep	Oct	Nov
Cllr Kazi Ahmed	Jan - Dec	✓	✓	✓	✓	✓	✓	X	✓
Cllr Michael Clark	Jan - Dec	✓	✓	✓	✓	✓	✓	X	✓
Cllr Yvonne Collins	Jan - Dec	✓	✓	✓	✓	X	✓	✓	✓
Ken Farrell	Jan - Dec	✓	✓	✓	✓	X	✓	X	✓
Anne Genockey	Jan - Dec	✓	X	X	✓	X	✓	✓	✓
Daneve Harris	Jan - Dec	✓	✓	✓	✓	✓	✓	✓	✓
Cllr Peter Kavanagh	Jan - Dec	✓	✓	✓	✓	X	✓	✓	✓
Cllr Pamela Kearns	Jan - Dec	✓	X	X	✓	X	✓	✓	✓
Colm Kilgallon	Jan - Dec	✓	✓	✓	✓	X	✓	✓	✓

Cllr Brigid Manton	Jan - Dec	✓	✓	✓	X	✓	X	✓	✓
Claire Markey	Jan - Dec	✓	✓	✓	✓	✓	✓	✓	✓
Gerry McGuire	Jan - Dec	✓	✓	✓	✓	X	✓	✓	✓
Paul McNally	Jan - Dec	✓	✓	X	X	X	✓	N/A	N/A
Cllr Joe Newman	Jan - Dec	✓	✓	✓	✓	✓	✓	✓	✓
Cllr Ed O'Brien	Jan - Dec	✓	X	X	X	X	X	X	X
Brendan O'Halloran	Jan - Dec	✓	✓	✓	✓	X	✓	✓	✓
Cllr Una Power	Jan - Dec	✓	✓	X	X	X	✓	X	X
Cllr Pamela Conroy	Jan - Dec	✓	✓	✓	✓	✓	✓	✓	✓
Kenneth Rea	Jan - Dec	N/A	N/A	N/A	N/A	N/A	✓	X	X
Cllr Cathal Boland	Jan - Dec	✓	✓	✓	X	X	✓	X	✓
Cllr John Walsh	Jan - Dec	✓	✓	✓	✓	✓	✓	✓	X

AUDIT & RISK COMMITTEE

Audit and Risk Committee Members' attendance at meetings in 2021:

Member		Duration	15 Mar 2021	25 Mar 2021	27 Sept 2021	24 Nov 2021
Alan Connolly	External Member	Jan - Dec	✓	✓	✓	✓
Mary Troy	External Member	Jan - Dec	X	X	N/A	N/A
Gillian Doherty (Chairperson)	External Member	Jan - Dec	✓	✓	✓	✓
Cllr Kazi Ahmed	Internal Member	Jan - Dec	✓	✓	✓	✓
Cllr Joe Newman	Internal Member	Jan - Dec	✓	✓	✓	✓
Daneve Harris	Internal Member	Jan - Dec	✓	✓	✓	✓

The Board maintains oversight of risk management and confirms that it has carried out an assessment of DDLETB's principal risks, associated mitigation measures, and assurances of the effectiveness of these measures, in 2021.

The Board manages risk for the organisation through a structured risk

management programme. The Board has delegated risk management oversight to the Audit and Risk Committee.

The Audit and Risk Committee assists the Board and gives an independent view in respect of its risk management responsibilities.

FINANCE COMMITTEE

Finance Committee Members' attendance at meetings in 2021:

Member		Duration	19 Feb 2021	24 Mar 2021	06 Oct 2021	08 Dec 2021
Gerry McGuire (Chairperson)	Internal Member	Jan - Dec	✓	✓	N/A	✓
Catherine Doran	External Member	Jan - Dec	✓	✓	✓	✓
Catherine Bruen	External Member	Jan - Dec	N/A	✓	✓	N/A
Colm Kilgallon	Internal Member	Sep - Dec	✓	✓	✓	✓
Claire Markey	Internal Member	Jan - Dec	✓	✓	✓	✓

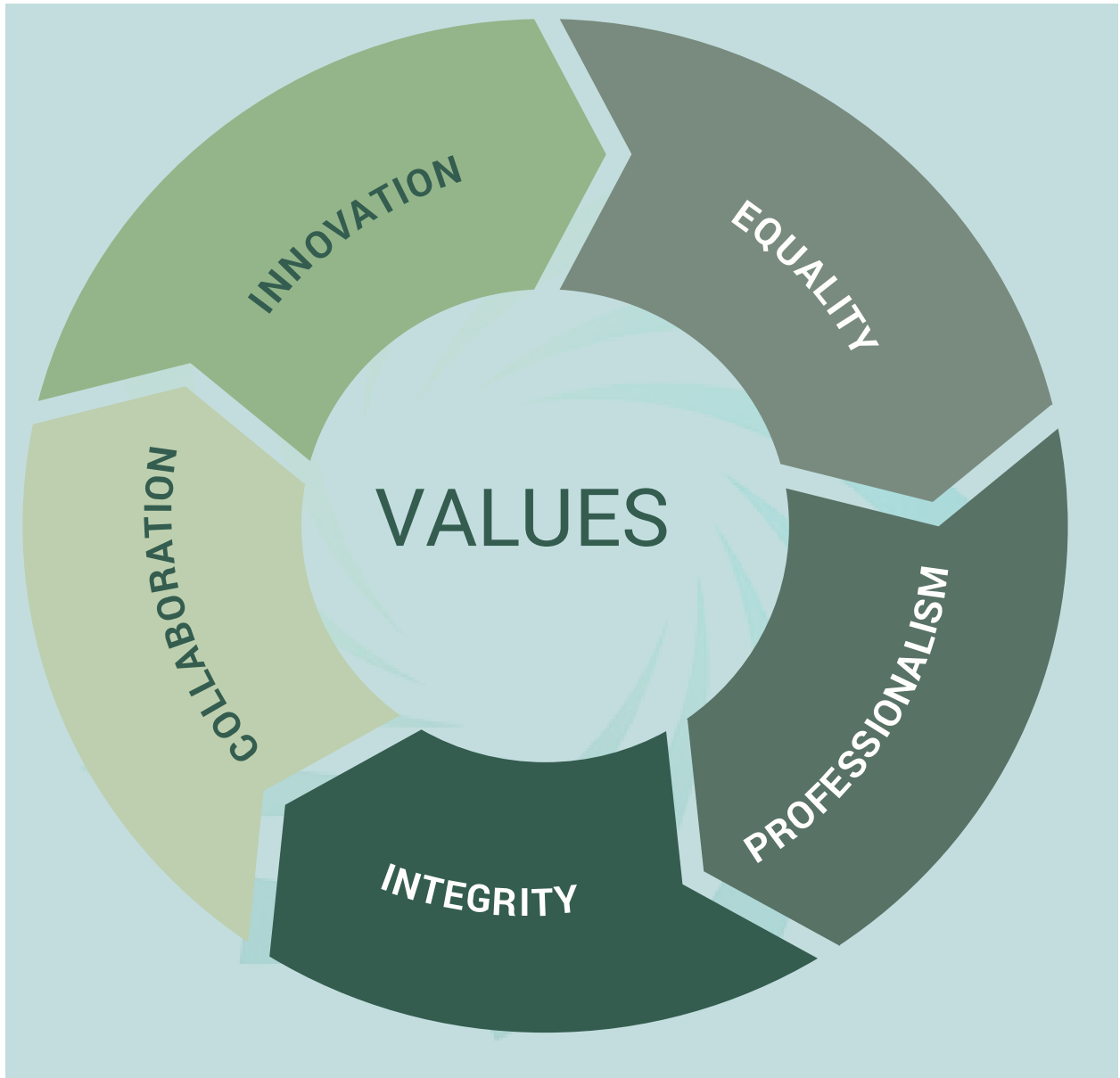
VISION

Actively lead the provision of high quality education and training.

MISSION STATEMENT

Provide a wide range of education and training programmes, services and supports to children, young people and adults across the DDLETB region.

OUR VALUES



2

Statement of Service: Further Education & Training



SECTION 2

FURTHER EDUCATION AND TRAINING (FET)

Further Education and Training (FET) in DDLETB, delivers a broad range of programmes and services which are designed to drive both economic and social development across the Fingal, South County Dublin and Dun Laoghaire-Rathdown administrative areas.

Learners in FET are diverse and include early school leavers, recent school leavers, apprentices, adults returning to education/training, and priority cohorts including learners with disabilities, refugees and asylum seekers as well as unemployed people and the long-term unemployed. Up-skilling and re-skilling those in employment to ensure that their skills remain relevant in a rapidly evolving

workplace and economy is also priority for FET.

FET in DDLETB aims to keep the learner at the heart of everything we do while providing the highest quality experience for each learner who chooses to embark on their learning journey with DDLETB. The FET Service Plan for 2021 aimed to take account of the needs of individuals, their families and communities, as well as the skills needs of local and regional employers and this annual report outlines how FET met its objectives in this regard.

IMPACT OF THE PANDEMIC ON FET PROVISION 2021

In June 2021, FET was nominated as an 'essential service' by government and the re-opening of FET centres was underpinned by the "A safe return to on-site further and higher education and research" plan issued by the Department of Further and Higher Education Research and Science.

The challenge for FET in DDLETB was to balance the need to recruit learners, encourage retention and certification activity while ensuring a safe learning and

work environment for learners and staff. Therefore, programmes that required high levels of practical learning including apprenticeships were prioritised for onsite delivery during 2021. Provision for target groups at risk of exclusion such as Adult Literacy, English language, Community Education and Youthreach provision was also prioritised for "face to face" delivery while emergency remote delivery arrangements remained in place for the majority of learners.

In 2021 a total of **17,834** learners or **23,425** beneficiaries¹ participated in courses in DDLETB's FET centres, colleges and services. Almost **10,000** major, minor and special purpose QQI certificates were awarded to learners, which represented an increase of almost 9% on 2020 certification rates.

Table 1

Provision Type	No of FET Beneficiaries in 2021	No of FET Learners in 2021
Full-time provision		
Apprenticeship 2016+	197	197
Apprenticeship Training	1,238	1238
Blended Training	458	413
Community Training Centres	170	167
Justice Workshop	44	44
Local Training Initiatives	250	242
PLC	4,784	4354
PLC Pre Apprenticeship	73	70
Specialist Training Providers	321	273
Specific Skills Training	1,722	1597
Traineeship Employed	1,396	1131
Traineeship Training	185	179

¹ Beneficiary numbers represent the total number of learners multiplied by the number of courses they participated in during 2021.

	VTOS Core	286	263
	Youthreach	548	369
	TOTAL FULL-TIME	11672	10537
Part-time provision			
	Adult Literacy Groups	1,071	639
	BTEI Groups	2,494	1514
	Community Education	3,174	1453
	e-College	5	5
	ESOL	1,847	954
	Evening Training	948	861
	FET Cooperation Hours	77	61
	ITABE	294	158
	Skills for Work	204	134
	Skills to Advance	1,625	1504
	Other Funding	14	14
	TOTAL PART-TIME	11,753	7297
	TOTAL	23,425	17,834

PRIORITIES FOR 2021 INCLUDED

- **Re-establish levels of FET provision negatively impacted by COVID 19:**

Remarkably, many FET programmes maintained or saw an increase in learner numbers in 2021. For example, Skills to Advance (STA) which is a national initiative providing up-skilling and re-skilling opportunities aimed at equipping employees with the skills they need to progress in their current role or to adapt to a changing job market showed dramatic increases in activity. Participation in courses under the STA initiative increased by 58% in 2021. DDLETB also worked hard to implement the emergency response to the back log in Craft Apprenticeships caused by the pandemic and registrations for apprenticeships in the region continued to be high with 518 registrants for apprenticeships in 2021.

Community Education provision which was particularly badly impacted by the pandemic in 2020, saw an increase of 18% in beneficiaries in 2021.

However, enrolments on some FET provision declined in 2021, including PLC provision. The use of calculated grades for Leaving Certificate (LC) students in 2020 and 2021 resulted in more students securing a place in Higher Education Institutes (HEIs). The additional 4,620 third level places in September 2021 also had an impact. Across the country, this led to a decline in the number of enrolments on Post Leaving Certificate (PLC) courses

and a subsequent decrease of just over 5% in PLC activity and an 11% decrease in enrolments.

The lack of access to digital devices and WIFI at home, combined with low levels of IT skills created a digital divide which disproportionately impacted vulnerable learners. Therefore, participation in basic education particularly Adult Literacy, English to Speakers of other Languages (ESOL) and provision at the lower levels on the National Framework of Qualifications decreased in 2021. Even though these groups were prioritised for on site delivery, the need to maintain a physical distance of 2 metres between learners meant that FET Centres could not operate at maximum capacity. Part-time programmes were particularly hardest hit by ongoing restrictions and the impact of COVID-19 and overall part-time programme activity decreased 7%, although Adult Literacy, ESOL and Evening Training were impacted by a significantly higher decrease.

While it has been a challenging two years, FET in DDLETB has emerged and evolved and its planned learner numbers for 2022 are similar to those in 2019 prior to the COVID-19 pandemic.

- **Innovation: Development of new programmes and courses:**

During 2021, FET continued to develop and deliver new programmes to meet the needs of learners, communities and enterprise.

The range of new FET courses delivered in 2021 included:

- Selling Online - New online course for business to adapt to online trading,
- Remote Working Skills, including certification with City & Guilds to meet current needs for individuals and employers in current Covid circumstances,
- ILM Management – Leading through Change,
- Electric Vehicle Charger Fitting,
- Ethical Hacker /CompTIA Advanced Security Practitioner (CASP+),
- Purchasing, Procurement & e-Tendering,
- Microsoft Azure,
- Tableau Specialist and Microsoft Power BI – DDLETB are the first ETB in the country to deliver it,
- Activities of Living Patient Care
- Shelbourne Football Club and Football Association of Ireland (FAI) in partnership with DDLETB (Baldoye Training Centre) launched a full-time course in Business Administration for early school leavers. The course uses football as a tool for participants to further the learning through the relevant modules including Football Coaching, Personal Development, Leadership and Health and Safety.
- Digital Entrepreneurship/E-Business course

New Professional Awards in Early Learning and Care:

FET in DDLETB successfully led the development of the new Early Learning and Care (ELC) professional awards at levels 5 & 6 for the FET sector, which were validated by QQI in the spring of 2021. The ELC programme is an example of a FET programme which was developed in collaboration with Higher Education Institutes which leads directly to a L7 programme in a Higher Education Institute which is a strategic priority for FET.

Learner Supports:

DDLETB provides various support services to learners to help improve the learner experience and to ensure they are supported to achieve their goals. DDLETB is committed to the continual improvement and resourcing of learner supports and active inclusion.

- The fund for students with disabilities (FSD) was administered by FET and provided funding for the delivery of key services and supports for 828 students with disabilities on full time courses 2021.
- in 2020/2021, 1218 digital devices were purchased and loaned to FET learners and staff as part of a digital device loan scheme.
- This enabled those who did not have access to a device at home to participate in online FET opportunities.
- In line with the DDLETB strategic priorities, the Adult Education Guidance and Information Service was expanded in Fingal with the recruitment of additional Information Officers and a full time Guidance Counsellor to the Northeast of the county.

Staff Training and CPD:

- The Leadership Development Initiative: Following the outbreak of COVID-19, the programme continued online and programme content was adapted to take account of the additional pressure on leaders as a result of the pandemic. Participants in the 2021 programme reported significant improvement in all of the major leadership competencies including communication and relationship building, leading and developing others and self-awareness and self-management.
- A series of Data Management Workshops were delivered to FET management and staff to build their capacity to use data to inform planning and strategic decision making.
- The Psychological Supports Services delivered a considerable number of online workshops and developed resources for FET staff to support them including a series called “Minding Ourselves in Uncertain Times”.

FET Strategic Performance Agreement (SPA):

FET in DDLETB expected to renew the Strategic Performance Agreement (SPA) with SOLAS in 2021, however the formal review of the previous SPA was deferred until 2022, when a new agreement will be reached which will feed into the planning cycle for the new DDLETB Statement of Strategy.

FET Learner Experience Survey:

The QA unit conducted a survey of FET learners in June 2021. 845 learners responded to the survey and despite the pandemic it was clear that learners were able to have a meaningful learning experience. 81% of those surveyed strongly agreed/agreed that despite the fact that much teaching and learning had been conducted remotely, they had lots of opportunities to interact with their teachers/instructors. In addition, the National FET Learner Forum took place online in October 2021 and found that 92% of learners who participated in the learner forum were satisfied with the standard of teaching they received.

New FET facility and resources for Fingal:

In line with DDLETB strategic priorities to increase FET provision in Fingal, a new facility in Swords town centre was opened in summer 2021. The new centre includes two IT suites and five large classrooms which will help to meet the expected short and medium-term demand for FET in this region which has experienced rapid population growth. An additional Workplace Education Co-ordinator was recruited for Fingal in 2021, to support employers and employees to avail of opportunities to up-skill in their area.

FET Staff and Learners – An Acknowledgement

The contribution and hard work of FET staff in 2021 must be acknowledged as should the empathetic, and very often ingenious solutions that were put in place to ensure learning, teaching and training could safely

continue in the most adverse of circumstances. Our FET staff and learners deserve to be recognising for their hard work, resilience and motivation which led to 2021 being a successful year for FET in DDLETB.

Thank you to all FET staff and learners.

Other Strategic Initiatives commenced in 2021:

Pathways for FET learners:

In order to increase visibility of FET pathways and options for school leavers, FET in this region participated in the CAO FET Pilot Project in November 2021. The purpose of this project was to deliver enhanced CAO choices for the 2021/2022 school-leaver cohort through the development of an application resource for FET and apprenticeship options which can be accessed from the CAO site. FET in DDLETB submitted 38 courses for inclusion on the CAO portal.

Mitigating Against Educational Disadvantage Fund (MAEDF).

This grant aims to provide funding to support educationally disadvantaged learners to participate in Adult and Community Education. FET in DDLETB administer this fund on behalf of SOLAS and in 2021, there were twenty-seven (27) successful applicants receiving a total of over two hundred and thirty thousand euros enabling them to purchase laptops which were made available through loan schemes to those who did not have access to

devices to enable them to participate in online learning.

QQI Inaugural Review

Preparation for DDLETB's Inaugural Review of its quality assurance systems in FET began in 2021 with a learner and staff survey. The survey will form the basis of a self-evaluation report which will identify effective practice, areas for improvement and potential future enhancements. This review is the first of its kind to be conducted by an external panel of experts within the FET sector in Ireland and is a great opportunity to build a culture of quality that will ensure learners have the highest quality experience in FET in the future

3

Statement of Service:
Organisation Support &
Development



SECTION 3

ORGANISATION SUPPORT & DEVELOPMENT (OSD)

The Organisation Support and Development Team (OSD) deliver on the non-learning services that are essential to assist educators and trainers to focus on the delivery of direct services to learners to ensure they have a high-quality learning experience.

The delivery of these services is through five core departments, comprising a total of eight functional units, all of which have a broad remit, and are essential to ensuring compliance with and implementation of the code of practice for the governance of ETBs, furthermore we ensure DDLETB is compliant with requirements under the extensive range of legislation that impact on ETB's.

The Public Affairs Office, supported by all functional units of OSD, work with schools

and centres to review and revise documentation and practices on internal controls which support the standards and spirit of the code. At all times we remain committed to the continuous improvement of services through the revision of existing, and the identification of new business processes and systems. In addition, there are a number of sectoral projects being undertaken by the Department of Education on a national basis which impact on DDLETB.

The new Department of Further and Higher Education, Research, Innovation and Science is enabling DDLETB to build a new relationship with the department

BUILDINGS TEAM

The Buildings Department comprises two distinct units, Buildings & Property Unit and Buildings & Capital Projects Unit. These

units work collaboratively to provide a range of services to support to our schools and centres.

In 2021 the range of services delivered by the Buildings & Property Unit included:

- Supporting the technical team in delivery of capital projects.
- Support the ongoing maintenance and management of DDLETB owned and leased property, including:

re-negotiation of leases of a number of properties used by DDLETB

finalising property ownership – transfer of deeds

- Delivery of service level agreements (SLAs) with joint patrons of sports centres.
- Summer works scheme.
- Emergency works scheme.

- Delivery of temporary accommodation in Castleknock CC, St. Kevins CC, and Griffeen CC.

- Delivery of accommodation for new school, CP Fola and Danu CSS

- Delivery of Lusk CC with the Department of Education.

- Cooperation on non-ETB projects in Benincasa Special School, Educate Together Primary & Secondary Schools

- DoE National Temporary Accommodation Framework

- Summer works scheme.

- Emergency works scheme.

- ETB self-funded building matters.

In 2021 the range of services delivered by the Buildings & Capital Projects Unit included:

PUBLIC SPENDING CODE

The DDLETB Quality Assurance Group (QA Group) in accordance with DPER Circular 13/13 and updated circular 18/19 supported DDLETB in appraisal, implementation and

review of capital projects/programs. The group consists of four members drawn from Treasury Management & Procurement Unit, Payments Unit, the Public Affairs Office and the Director of OSD.

CORPORATE SERVICES

The Corporate Services Department continued to support the organisation in delivery of its obligations in the following areas:

- Data protection, continued training with online application and implementation of “Privacy Engine”.
- Freedom of Information, - subject access requests increased in the period.

- Media & branding, addressing queries from schools/centres or the public, addressing Parliamentary Questions (PQ).
- Patronage and divestment process.
- Insurance.
- The Official Languages Act – compliance & translation.
- Corporate governance.
- Policy management.

HUMAN RESOURCES

The Human Resources Department comprises two units, Employee Services & Relations Unit and Employee Operations Management Unit.

They work collaboratively to support the Human Resource function in DDLETB.

The Employee Services & Relations Unit support staff of DDLETB in the following areas:

- Payroll administration,
- Pension administration,
- Staff relations,
- Training & staff development.

The Employee Operations Management Unit support the organisation in delivery of its obligations in the following areas:

- Recruitment,
- Garda vetting,
- Absence management,
- Staff allocations and utilisation.

Staff and Payroll

Year	No of Employees	Payroll Cost
2019	4,036	€143,440,782
2020	3,838	€150,609,050
2021	4210	Subject to audit. Will be available on our website for viewing

FINANCE

The Finance Resources Department comprises two units, Payments Unit and Treasury Management & Procurement Unit.

The expansion of services under the rollout of the stabilisation group on Sun Financials continued during the year with ESBS. The move to a single Financial Management System moved forward with the

development of the Contracted Payments System.

The Payments Unit in supported schools and centres in the processing of purchase orders and invoices for the organisation. The payments to all learners in FET Centres through ESBS Shared Service continued for Wave 1 and was in development for Wave 2.

Creditor Payments

Description	Value 2020	Value 2021
Number of Transactions	29,161	31,977
Total value of non-pay expenditure	€59,959,238.82	Subject to audit. Will be available on our website for viewing

Learner Payments

Training Centre Payments

	No of payments 2020	No of payments 2021
TAPS DN/DW	11,035	
TAPS DS	9,925	
*Apprentices	4,082	5,310
**Learners	8,177	18,227
TOTAL	33,219	23,537

* Apprentices are paid on a fortnightly basis.

** Learners in 2021 included TAPS learners from 2020. Due to Covid-19 courses were online and no payment was due to learners for these type of courses.

VTOS/YOUTHREACH

	No of Payments 2020	No of Payments 2021
CPCC Traineeship	620	189
VTOS Allowances	11,493	9,276
Youthreach Allowances	11,465	9,851
TOTAL	23,578	19,316

The Treasury Management & Procurement Unit continued to support schools and centres in the following areas:

- Banking,

- Budgeting,
- Financial reporting,
- Procurement.

Treasury Management also delivered the following:

- Financial reporting,
- Management of ESF claims,
- Co-ordination of EU, C&AG and IAU audits,
- Preparation of annual financial statement.
- The procurement section continued supporting schools and centres on the procurement of goods and services for use within DDLETB. The range of services provided by this unit include:
 - Procurement of goods and services in line with policies and procedures.
 - Contract management.
 - Liaison with ETBI, OGP and EPS on national frameworks.
 - Training.

DDLETB is continuing to work towards meeting all its responsibilities in respect of procurement regulations

NON COMPLIANCE ANALYSIS

Year	Value
2018	€3,300,102 (Ex VAT)
2019	€2,405,596 (Ex VAT)
2020	€2,165,111 (Ex AT)
2021	Subject to audit. Will be available on our website for viewing

INFORMATION COMMUNICATIONS TECHNOLOGY

The Information Communications Technology Units importance in underpinning administration and governance along with teaching and learning has grown significantly particularly due to the Covid pandemic. The ICT unit worked collaboratively with the Buildings Team on the fit out of new

and temporary accommodation. The range of services and supports they provide include:

- Infrastructure installation and management.
- Management of user accounts.
- Management of contracts.
- Delivery of software solutions.

- Installation and management of telephony systems.
- Disaster recovery.
- Security.
- Training.



FINANCIAL SUMMARY

Dublin and Dún Laoghaire ETB is funded primarily by the Department of Education (DoE) for the delivery in its primary and second level schools.

SOLAS and DoE fund further education and training programmes.

In 2021, funding for particular projects was also provided by other Government departments and agencies including:

- Department of Children, Equality, Disability, Integration and Youth (DCEDIY).
- Department of Employment Affairs and Social Protection (DEASP).
- Department of Health.
- State Examinations Commission.
- Professional Development Services for Teachers.
- Higher Education Authority.
- South Dublin County Council.
- Fingal County Council.
- Dún Laoghaire Rathdown County Council.
- POBAL.
- Leargas.
- Tusla.

The Annual Financial Statement for the year ended on 31st December 2021 is

subject to audit by the Office of the Comptroller and Auditor General (C&AG). At the time of publication of this Annual Report for 2021, the C&AG had not completed their audit. DDLETB will, therefore, publish the audited financial statements within one month of receipt from the C&AG.

Financial data in relation to the following is included in the Annual Financial Statement:

- Non-Salary-related fees paid in respect of Committee members;
- Salaries and short-term employee benefits;
- Post-employment benefits;
- Termination benefits;
- Key management compensation if any;
- The number of employees whose total employee benefits were between €0 to €59,999;
- The number of employees whose total employee benefits were between €60,000 to €69,999 and within each pay band of €10,000; and
- Overall figure for employer pension contributions.



4

Statement of Service: Schools



SECTION 4

PRIMARY SCHOOLS

Dublin and Dun Laoghaire ETB is patron to ten (10) community national schools (CNS).

School Name	Location
Scoil Choilm	Porterstown, Dublin 15
Scoil Ghráinne	Phibblestown, Dublin 15
Scoil Chormaic	Balbriggan, Co. Dublin
Citywest & Saggart CNS	Citywest, Dublin 24
Scoil Aoife CNS	Citywest, Dublin 24
Lucan CNS	Lucan, Co. Dublin
Rivervalley CNS	Swords, Co. Dublin
Broadmeadow CNS	Swords, Co. Dublin
Danú Community Special School	Clonee, Dublin 15
Tallaght CNS	Kilclare Avenue, Tallaght

For Dublin & Dún Laoghaire ETB, our involvement in primary education in Ireland is a challenge and opportunity. A particular hallmark of all CNS is their inclusive nature. The quality of education and the possibility of preparing their children for life in a multi-belief and multi-cultural society succeed in drawing children from all backgrounds to the CNS.

Like all primary schools, community national schools follow the national

primary school curriculum, (DES, 1999). However, a significant aspect of the model is its unique 'ethos' or 'characteristic spirit'. The CNS characteristic spirit is centred around five core values:

Excellence in Education

In terms of 'Excellence in Education', your child is provided with a child-centred education that caters for their intellectual, physical, cultural, moral and spiritual needs. They have the highest calibre of

teacher who challenges them at their level and guides their learning in a manner appropriate to their individual needs. Children in CNSs experience the curriculum in innovative and stimulating ways, to enhance their love of learning.

Care

Our schools provide a safe physical and social environment that reinforces a sense of belonging to the school community and wider society. They strive to enable every student to realise their full potential, regardless of any aspect of their identity or background. In a CNS, children learn in an environment that nurtures their well-being and personal development.

Equality

In community national schools, all students are given equal opportunities for enrolment in line with the Education (Admissions to School) Act 2018. Once enrolled, our schools strive to provide all students with equal opportunities to engage with the curriculum and school life.

In all aspects of school life all members of our school communities are treated equitably regardless of their race, gender, religion/belief, age, family status, civil status, membership of the Traveller

community, sexual orientation, ability or socio-economic status.

Community

Children attending community national schools experience a school environment that encourages parental involvement in all aspects of school life as well as benefitting from the support and expertise of the wider community. Children will also enjoy the resources available in the community to enhance their educational experience. Children attending a CNS also see their parents provided with opportunities for adult education through in school through the ETB.

Respect

Our schools promote a fully inclusive education that recognises the plurality of identities, beliefs and values held by students, parents and staff. We prepare open-minded, culturally sensitive and responsible citizens with a strong sense of shared values.

These five core values are closely inter-related and are collectively unique to the community national schools.

2020/2021 Enrolment Figures Community National Schools	
School	2020/2021
Scoil Choilm	880
Scoil Chormaic	459
Scoil Ghrainne	648
Citywest and Saggart	456
Scoil Aoife	330
Lucan CNS	320
Broadmeadow – Swords North	43
Rivervalley – Swords South	66
Danu Special School	31
Tallaght CNS	69
Total	3,302

In addition to community national schools, DDLETB is patron of special care schools.

These special care schools provide education as part of a continuum of State care available to children and young people. Young people referred to these schools are between 11 and 17 years, very vulnerable, sometimes very challenging, with complex psychological and sociological profiles.

The aim of the special care school placement is to provide an individualised programme of support and learning which will enable the child/young person to stabilise and then move to a less secure placement based on the assessed needs of that child/young person.

DDLETB provides for specialised educational programmes for these students, ensuring that their short term educational progress placement lends itself to further development in line with the

National Quality Framework, when the student leaves this setting.

2020/2021 Enrolment Figures Special Care Schools	
School	2020/2021
Crannóg Nua	14
Ballydowd	10
Total	24

Our community national schools and special care schools benefit from their incorporation into DDLETB through the support network of principals, organised by Nichola Spokes, Director of Schools. Finance, HR, Corporate Services and ICT all play a role in supporting our community national schools and special care schools which benefit significantly from these supports.

In addition to these supports, schools are assisted with a teacher induction, teacher leadership programmes (TLP), language literacy and numeracy, special education, technology-enhanced teaching and learning, a teacher and leadership programme, inspection and school self-evaluation, Board of Management support, and English as an additional language, in addition to leadership development and

support programmes for principals and deputy principals.

Training and support is also offered in the areas of policy-making and governance through ongoing work and training with the Boards of Management and school management.

From the beginning of the 2020-2021 academic year DDLETB provided support and guidance across the sector to ensure schools and centres reopened safely in line with Covid19 guidelines. Throughout this period of time DDLETB also continued to support the provision of CPD to staff on remote teaching and learning. When schools returned to remote Teaching and Learning in January 2021 DDLETB worked with schools and centres to build on the CPD staff had received so all students were supported in their learning and engagement

with education throughout schools' closures.

The communities of practice, which were developed across the respective sectors during 2019-2020 to support remote teaching and learning, were further

supported throughout 2020-2021 ensuring consistency of lesson structure and curriculum delivery across schools. This has provided both community national schools and special care schools with a supportive learning CPD structure.

POST-PRIMARY

Dublin and Dún Laoghaire Education and Training Board is patron to 31 post primary schools and will offer a range of services and supports to these schools including financial, human resource, building and maintenance as well as educational.

Dublin and Dún Laoghaire Education and Training Board's Community Colleges form an essential part of life and living throughout their local communities. They are inclusive and enable young people to meet their full potential in society. They empower students, teachers and parents to achieve educational progress in a positive and encouraging atmosphere. Programmes being offered in our community colleges include:

- Junior Cycle

- Junior Cycle Schools
- Transition Year
- Leaving Certificate
- Leaving Certificate Applied
- Leaving Certificate Vocational Programme

A full range of subjects including languages, the humanities, arts, technologies and science is offered at both junior and senior cycle. Students are encouraged to take part in all aspects of school life including extra-curricular activities like drama, music, debating, and sport.

In order to ensure the highest quality of teaching and learning and the best possible educational experience for its

students, supports will be offered by DDLETB to all schools in the areas of Continuing Professional Development, Teacher Induction, Teacher Leadership programme (TLP), Middle Leadership Programme (MLP), Language Literacy and Numeracy, Special Education, Technology Enhanced Teaching and Learning, Inspection and School Self Evaluation, Board of Management support, English as an Additional Language as well as Leadership Development and Support Programmes for Principals, Deputy Principals and middle management post holders. Development work supports best practice in relation to enhancing inclusive teaching and learning at each level on the Continuum of Support for all students including those with SAEN. Collaborative professional networks aimed at supporting SAEN and DEIS planning meet regularly in addition to in-school visits. Workshops and CPD are conducted to offer school teams opportunities to share and develop best practice. SAEN and DEIS development work supports schools in creating whole-school strategies and advice for facilitating the implementing their planning.

The ESOL Development supports the organisation in the language development of students/learners from a migrant background in all settings. The support involves 3 principal activities: assessing learners using the online adaptive Cambridge English Placement test to give students feedback on their language level (mapped against the CEFR) to support transfer and progression within the organisation and onwards (lifelong learning). The support also involves teacher training of post primary subject teachers (CLIL) and teachers of EAL and ESOL. DDLETB is an Authorised Cambridge English exam centre and runs exams at 3 CEFR levels (A2, B1 and B2) in May and June for both adults and Schools candidates. The Main exam Centre for DDLETB is located in Tuansgate, Tallaght.

The Teacher Leadership Programme supports schools with the projects they engage with as part of this programme. An Ethos Co-ordinator supports schools as they work towards implementing the new ETB Ethos Framework. This role requires working closely with school teams and management to offer the supports and resources required. It also requires working collaboratively with other ETBs as well as ETBI and DCU.

The Middle Leadership Programme is a year long, certified programme for API and APII post holders. It aims to develop and deliver various CPD opportunities to DDLETB Principals, Deputy Principals, and employees, such as the Teacher Induction Programme, SSE and planning, Wellbeing/ Mental Health and personal development etc.

DDLETB also supports and coordinates Patronage Campaigns and works with other DDLETB departments, schools and centres to promote various events, programmes and create brand awareness. Through the Digital Media Strategy Team DDLETB is developing a Social and Digital Media Strategy.

In addition to the above, support is also offered in the areas of policy-making and governance through ongoing work and training with Boards of Management and school management.

A key area of work with schools for 2021/22 will be ongoing support through the DDLETB Psychological Support Service. The Psychological Support Service is available to students in post primary schools, Youthreach Centres, sectors of Further Education provision, and to staff working within Dublin & Dún

Laoghaire Education and Training Board. The Service offers short term support and provides broad psychological supports to service users, subject to a school/centre making a request. The Service facilitates onward referral of students to other specialist agencies appropriate to their needs. The role of the Psychological Support Service encompasses specific input in the areas of research, training and ETB initiatives at a systemic level.

DDLETB DIGITAL CONNECT – 'CONNECTING PEOPLE TO MAKE LEARNING BETTER'

DDLETB supported platforms enable enhanced communication and collaboration across all DDLETB contexts.

Staff training across all sectors of DDLETB under the 'Digital Connect Project' has supported and developed staff engagement with all DDLETB supported platforms relevant to their sector. All Digital virtual support aligns and supports both the 'FET TEL Strategy 2106-2019' and '2nd Level Digital Strategy 2015-2020.'

Centralised learner support through a variety of engaging and interactive learning community sessions, supported use of DDLETB supported platforms,

namely Seesaw, Microsoft 365 and Moodle.

Connecting DDLETB staff through the Remote Learning Team, a vision of how virtual communicates of practice can overcome location and time. This team has ensured best virtual practice is shared across DDLETB without limitations. The potential of such virtual connections knows no boundaries.

Providing learners and staff with connected Microsoft 365 accounts ensures enhanced connectivity. A single sign in solution for learners for all of their virtual tools will ensure that technology is streamlined and accessible for all learners regardless of ability, skills or needs. Providing equitable access for all learners is a DDLETB priority.

Connected platforms provide DDLETB with a pathway to lifelong digital learning to enhance the well-established lifelong physical learning pathways already available. The potential of connecting a

learner's journey from different contexts is now available across DDLETB.

Microsoft 365 provides lifelong learning opportunities, connectivity across an organisation and an opportunity for all staff and learners to experience a learning platform that enhances their professional lives and experiences.

Through the Digital Connect Project and implementation of the Digital Strategy Framework in 2021 we achieved the following success: -

- DDLETB school was named an Apple Distinguished School.
- Another DEIS school was awarded the European Digital Schools Award (one of only five in Ireland)
- One DDLETB school became the 1st DEIS school in the county to become a one to one device school, launched by An Taoiseach Michael Martin.

2020/2021 Enrolment Figures Post-Primary		
Schools:	2nd Level	Actual PLC
Adamstown C.C.	953	
Ardgillan C.C.	988	
Balbriggan C.C.	640	
Castleknock C.C.	1,217	
Coláiste Chillian	433	
Coláiste Cois Life	715	
Coláiste de hÍde	297	
Coláiste Pobail Setanta	1,053	
Collinstown Park C.C.	586	45
Coláiste Pobail Fóla	238	
Deansrath C.C.	344	47
Donabate C.C.	804	
Ériu CC	79	
Fingal C.C.	876	
Firhouse C.C.	805	
Gaelcholáiste Reachrann	498	
Grange C.C.	394	54
Greenhills College	162	180
Griffioen C.C.	286	
Kingswood C.C.	870	
Kishoge	914	
Lucan C.C.	926	
Lusk C.C.	780	
Luttrellstown C.C.	960	
Mount Seskin C.C.	327	
Rath Dara CC	234	
Skerries C.C.	1003	

St Finian's C.C.	642	
St Kevin's C.C.	373	
Swords C.C.	579	
St MacDara's C.C.	847	
Total	19,823	326



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Statement of Service: Other Services



SECTION 5

YOUTH AND SPORTS DEVELOPMENT SERVICE

Alternative Learning Programme

Alternative Learning Programme (ALP) has been developed by DDLETB in response to the recognition of the limited opportunities available to young people who are currently not engaged in formal education and who are below the age of 16 years. There are many and varied reasons which lead to a student leaving school early, often the current system cannot cater for the diverse needs of these young people.

Currently running in five locations across the DDLETB Administrative Area

- Dún Laoghaire
- Swords
- Tallaght
- Clondalkin
- Balbriggan

<https://www.ddletb.ie/wp-content/uploads/2019/05/Youth-ALP-Revised-Booklet-2018.pdf>

42 young people engaged with the programme from January - December 2021.

The following Special educational Needs were identified ASD, ADHD, Dyslexia, Dyspraxia, Anxiety Depression, Emotional Behaviour Disorder, Self-harm, General Learning Difficulties

The Alternative Learning programme is supported by DDLETB Youth Officer and Senior Youth Officer and a DDLETB Teacher and two part time tutors. The DDLETB Youth team also provide direct work programmes to targeted young people under the UBU Scheme as well as support and partnership programmes to other youth service groups and providers.

Dual Purpose Sport Centres

The Youth and Sport Development Service manages six Dual Purpose Sport Centres across the South Dublin County Council and Fingal County Council Administrative Areas. These centres are located in areas of high disadvantage. They are located in Palmerston, Killinarden, Firhouse, Collinstown, Phibblestown and Balbriggan.

The centres had an annual footfall in 2021 of 246, 432. This was down on previous year as centre operations were impacted by Covid 19 Public Health Measures. The centres work with local sport, community and voluntary groups.

Youth Sport Officer Programme

There are three DDLETB Sports Officer operating across the DDLETB Administrative Area. Programme delivery includes

- Delivery of Sports Workshops to young people
- Sporting Pathways (Taster Session)
- Summer Provision

- Physical Activity Online Provision & Take 30 Sessions
- Specific Online Support
- Sports Equipment Library and support to youth groups and voluntary groups
- Orienteering sessions to targeted young people

Facts and Figures

- 47 Youth Service/Projects working with approximately 19,080 young people
- 350 registered voluntary clubs working with 4636 young people

Youth Services & Projects Operational within DDLETB

	Tallaght	Clondalkin	Blanchardstown	Dun Laoghaire Rathdown	North County Dublin
Crosscare	1	7		3	3
Foroige	3		4	1	
Independent	6	5	4	6	1
DLRCOCO				2	
SDCC	4	1			

Local Voluntary Youth Club Grants Scheme

Dun Laoghaire (12)	Rathdown (7)	Tallaght (13)
Clondalkin (7)	Blanchardstown (9)	North County (17)

PSYCHOLOGICAL SUPPORT SERVICE

The Covid-19 pandemic continued to affect Ireland in 2020 and adaptations previously employed were sustained in order to maintain efficiencies in the service provided.

The Psychological Support Service (PSS) is available to students in Second Level Schools, Youthreach Centres, and sectors of Further Education within Dublin and Dun Laoghaire Education Training Board (DDLETB). A broad range of psychological supports is provided in response to requests submitted by schools/centres. The PSS also offers short term support to staff working within DDLETB. At a systemic level, the PSS engages in research, training and ETB initiatives.

Scope

Service is provided by the PSS according to the resources available.

Interventions by the team are directed towards:

- The provision of both direct and indirect support to students.
- The resolution of behavioural, motivational, emotional and cognitive difficulties of individuals, through assessment and therapeutic intervention.

- Preventative work with target groups.
- Professional support of teaching staff, e.g. Consultation.
- In-service training in a range of areas.
- Staff support.

Sample Actions

Approximately 806 staff engaged with the PSS for a range of purposes including consultation, in-service and support. The needs of approximately 224 students were addressed through individual or group interventions. 1500 parents availed of a parenting webinar in the area of anxiety. The PSS continued to collaborate with external agencies such as NEPS, City of Dublin ETB, University College Dublin, ETBI and the HSE.

Sample Achievements

- Continued the use of adaptations devised during the pandemic where these proved more efficient and effective. In particular utilisation of online environments for:
 - Webinars
 - Individual work
 - Consultations.
- Organised and facilitated webinar, "Helping Your Child to manage Anxiety", for parents of children

attending DDLETB schools and Youthreach centres. 1,500 individuals joined this online.

- Further development and delivery of Changing Minds Programme (Adult & Adolescent mental health intervention for students and staff):
 - Improved support materials including recorded training
 - Powerpoint slides
 - Pilot programme session plans and materials for student groups.
- Bereavement Support
- Training in Psychological First Aid
- Autistic Spectrum Disorder workshop
- Differentiation training
- Delivery of Feuerstein's Instrumental Enrichment cognitive enhancement programme.

- Training in Standardised Testing for staff.
- Supported Guidance Counsellor network.
- Mental Health inputs for DDLETB staff across the organisation.

This is a sample of the work engaged in as the PSS returned to working in person while maintaining an online presence where appropriate. Some of the interventions offered were accessible by all members of the DDLETB organisation. Many of the initiatives outlined above including the, 'Helping Your Child Manage Anxiety' webinar, Health and Wellbeing inputs, Psychological First Aid represent a significant amount of work in terms of research, preparation and delivery.

KEY RELATIONSHIPS

DDLETB continued to maintain strong partnerships in 2021 with a range of educational bodies and agencies which support curriculum and professional development. This included linking with the National Council for Curriculum and Assessment (NCCA), the Professional Development Service for Teachers (PDST) and the Junior Cycle Team (JCT).

DDLETB has continued working towards its priorities (Strategic Goal 4.2) of strategic networking and partnerships with key stakeholders. These stakeholders comprise statutory and public bodies, local authorities, other providers of education and training including advocacy, community, not-for-profit, voluntary and youth groups. DDLETB also has strategic partnerships with employers and local enterprise networks to support and facilitate upskilling and reskilling programmes for the local/regional labour market, including supports to the employers of apprentices.

Digital learning became a huge part of our lives in 2021. DDLETB engaged and worked with industry experts/expertise to

support teaching and learning under the following projects and/or initiatives:

a) Digital learning and collaboration through the 'Microsoft Connect Project' and H2 Learning - supporting 5 DEIS schools in DDLETB to design and support an in-house intranet for staff and a virtual learning environment (VLE) to support teaching and learning.

b) Digital learning and collaboration through DDLETB designation by Apple as Regional Training Centre - supporting regular virtual CPD sessions for teachers and learners across DDLETB.

c) Digital learning and collaboration with our strategic partner 'Wriggle' - supporting the 1 to 1 Connect Project which centralises all logistics and administrative aspects of 1 to 1 deployment.

d) Digital learning and collaboration with 'Big Picture' schools in an ERASMUS project investigating alternative learning models world-wide.

DDLETB has also collaborated on language projects with European partners through the **European Centre for Modern**

Languages, Graz Austria. In 2021/22, it collaborated with **Post Primary Languages Ireland** on a project called *“An Intercultural Look at our Schools”* which is a localised adaptation of an ECML project both DDLETB and PPLI were involved in “A roadmap for schools to support the language(s) of schooling” (2017-2019). The ECML is a Council of Europe institution promoting excellence in language education in its member states. The project, once trialled, will be made available to all post primary schools from Sept 2021.

DDLETB is an Authorised **Cambridge Assessment English** exam centre. This relationship brings expertise in the field of English language teaching, learning and assessment. Students from a migrant background attending post primary schools, Youthreach, Special Training Centres and Colleges of Further Education can be assessed as required using the online Cambridge English Placement test portal which DDLETB is authorised to administer.

Stakeholder work undertaken in 2021 included reporting to and collaboration with the Department of FHERIS,

Department of Education (DoE), Department of Children, Equality, Disability, Integration and Youth (DCEDIY) and SOLAS across the range of schools, further education and training and youth programmes and services. The interagency agreement between DDLETB and the Department of Employment Affairs and Social Protection for the provision of education and training opportunities for individuals not active in the labour market continued in 2021.

DDLETB also continued its work as a stakeholder contributing to the economic, cultural and social development of DDLETB’s administrative area, namely Dun Laoghaire-Rathdown, Fingal and South Dublin County Councils. DDLETB are members of the Local Community Development Committees (LCDC) of all three councils and support the work of local area partnerships through local inter-agency working and board membership of the various local development companies including Empower, Southside Partnership and South County Dublin Partnership.

Other stakeholder contributions from DDLETB in 2021 to developments in the education and training sector included

having representation on the governing bodies of the Technological University Dublin, the Institute of Art, Design and Technology in Dun Laoghaire and collaboration with Quality and Qualifications Ireland (QQI), particularly in the development of new awards in the childcare sector.

In 2021, Dublin and Dun Laoghaire ETB co-operated with a large number of other organisations and institutions through the provision of teaching hours or financial assistance, including:

- Ballydowd Special Care Unit
 - Oberstown Detention Centre
-
- Benincasa Special School
 - National Forensic Mental Health Service (Dundrum & Portrane)
 - Dun Laoghaire Community Training Workshop
 - Deonach Project, West Tallaght
 - Fingal Educational Resource Group
 - Fingal Training Workshop
 - General Traveller Training
 - Ronanstown Community Training Workshop
 - St Augustine's Special School
 - Tallaght Traveller Project
 - Tivoli Project, Dun Laoghaire
 - Tower Programme, Co. Dublin
 - Youth Horizons
 - Crannog Nua Special School

DDLETB also continued and strengthened its relationship with ESBS Shared Services with the continued development of the payroll system, the migration of learner payments and the upgrade of our finance package.

Appendix:

A - Senior Management Team, Schools, PLC Colleges, Education Centres and Support roles & Services

B – ETB Committees

C- Community Schools where Dublin and Dun Laoghaire ETB is on the Board of Management as Joint Patron

D- Code of Governance adoption and compliance

E- Statement of Board Responsibilities

F- The Board confirmation of the organisation adherence and compliance

Abbreviations

APPENDICES

APPENDIX A

Dublin and Dun Laoghaire ETB Senior Management Team, Schools, PLC Colleges, Education Centres and Support Roles & Services

Senior Management Team

Caitriona Murphy, Acting Chief Executive Officer

Debbie Howlett, Acting Director of Organisation Support and Development

Adrian Flynn, Director of Schools

Nichola Spokes, Director of Schools (January to November 2021)

Noel Kelly, Acting Director of Schools (November to December 2021)

Trevor Moore, Acting Director of Further Education (January to August 2021)

Siobhan Lynch, Acting Director of Further Education (September to December 2021)

Community National Schools

Scoil Choilm

Scoil Chormaic

Scoil Ghráinne

Lucan CNS

Scoil Aoife

Citywest & Saggart CNS

Broadmeadow CNS

Rivervalley CNS

Tallaght CNS

Designated Community Colleges

Castleknock Community College

Coláiste Cois Life

Collinstown Park Community College (also providing FE)

Deansrath Community College (also providing FE)

Firhouse Community College

Gaelcholáiste Reachrann

Grange Community College (also providing FE)

Griffioen Community College

Kishoge Community College

Mount Seskin Community College (also providing FE)

Riversdale Community College

St. Kevin's Community College (also providing FE)

St. Mac Dara's Community College

Skerries Community College

Non-Designated Community Colleges

Adamstown Community College

Ardgillan Community College

Balbriggan Community College

Coláiste Chillian

Coláiste Pobail Fóla

Coláiste de hÍde

Coláiste Pobail Setanta

Donabate Community College

Eriu Community College

Fingal Community College

Greenhills College (also providing FE)

Kingswood Community College

Lucan Community College

Lusk Community College

Luttrellstown Community College

St. Finian's Community College

Swords Community College

Special Schools

Danu Community Special School

Crannog Nua Special Care Unit School

Ballydowd Special Care Unit School

Further Education PLC Colleges

Blackrock Further Education Institute

Dun Laoghaire Further Education Institute

College of Further Education, Dundrum

Sallynoggin College of Further Education

Stillorgan College of Further Education

Education & Training Centres

Loughlinstown Training Centre

Baldoyle Training Centre

Tallaght Training Centre

Detention Centres

Oberstown Education Centre

Adult Education Services

Dublin North East

Dublin North West

Dublin South East

Dublin South West

Youthreach Centres

Balbriggan Youthreach

Blanchardstown Youthreach

Clondalkin Youthreach

Lucan Youthreach
Priory Youthreach
Rathfarnham Youthreach
Rush Youthreach
Sportsreach
Swords Youthreach
Tallaght Youthreach
Youth Support and Training Unit

Support Roles and Services

Adult Guidance Services
County Youth Development Officer
Development Officer for CPD, BTEI and VTOS
Development Officer for English for Speakers of Other Languages (ESOL)
Development Officer for Quality Assurance (QA)
Development Officer for Research and Literacy Services
Psychological Support Service
Regional Co-ordinator of Youthreach Services and Traveller Training Centres.

Full details of all the above are on the Dublin and Dun Laoghaire ETB website:
www.ddletb.ie

APPENDIX B

ETB Committees:

Finance Committee
Audit and Risk Committee
Youth and Sports Committee
Youthreach Committees

APPENDIX C

Community Schools where Dublin and Dun Laoghaire ETB is on the Board of Management as Joint Patron:

St. Tiernan's Community School
Ballinteer Community School
Blakestown Community School
St. Aidan's Community School
Cabinteely Community School
Coolmine Community School
The Donahies Community School
Hartstown Community School
Holy Family Community School, Rathcoole
Killinarden Community School
Knocklyon Community School
Malahide Community School
Old Bawn Community School
Palmerstown Community School
Portmarnock Community School
St. Mark's Community School
Tallaght Community School

Comprehensive Schools where the CEO is on the Board:

Newpark Comprehensive School

APPENDIX D

Code of Governance Adoption and Compliance.

The Code of Governance for ETBs is set out in Circular Letter 02/2019, which was issued by the Department of Education to

all ETBs in January 2019. The Code of Governance 02/2019 was adopted by DDLETB at its meeting on 26th March 2019. Prior to the adoption of The Code of Governance 02/2019, DDLETB operated under the Code of Governance 18/2015. The Board confirms that

DDLETB has complied with the Code of Governance for ETBs.

The Audit and Risk Committee met four times in 2021. The Finance Committee met four times in 2021.

APPENDIX E

Statement of Board Responsibilities.

Dublin and Dun Laoghaire Education and Training Board was established on 1 July 2013 under the provisions of the Education and Training Boards Act 2013. Section 51 of that Act requires the ETB to keep in such form and in respect of such accounting periods as may be approved by the Minister for Education with the consent of the Minister for Finance and Public Expenditure and Reform, all proper and usual accounts of the monies received or expended by it.

In preparing those accounts, the Board is required to:

- (a) apply the standard accounting policies for the preparation of ETB financial statements;

- (b) make judgements and estimates that are reasonable and prudent;
- (c) disclose and explain any material departures from the standard accounting policies.

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enables it to ensure that the Financial Statements comply with section 51 of the Education and Training Boards Act 2013. The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPENDIX F

The Board Confirmation of the Organisation's Adherence and Compliance.

The Board confirms the following on behalf of Dublin & Dun Laoghaire Education & Training Board, for the year ended 31st December 2021:

1. That the Annual Financial Statement properly present the income and expenditure of the Board and the state of affairs of the Board;
2. There has been a review of the effectiveness of the system of internal control and the Statement of Internal Control, which is subject to change until the external audit is completed, has been included in the Annual Financial Statements (AFS) for the year ended the 31st of December 2021, which will be published within one month of receipt from the Office of the Comptroller and Auditor General and as an appendix to the Chairpersons Comprehensive Report that has been submitted to the Minister
3. That DDLETB adhered to the relevant aspects of the Public Spending Code;
4. That DDLETB complied with its obligations under tax law in 2021;
5. That DDLETB adopted and implemented a Corporate Procurement Plan; and
6. That a confidential Chairpersons Comprehensive Report was submitted to the Minister.

ABBREVIATIONS

ALP	Alternative learning Programme
BTEI	Back to Education Initiative
CAMS	Collaborative Assessment & Management of Suicidality
C&AG	Comptroller and Auditor General
CC	Community College
CEO	Chief Executive Officer
Cllr	Counsellor

CNS	Community National School
Co.Co.	County Council
CPD	Continuing Professional Development
CPT	Comhcheangal Príomhoidí agus Príomhoidí Tánaisteacha
CSP	Community Services Programme
DEIS	Delivering Equality of Opportunity in Schools
DOE	Department of Education
DDLETB	Dublin & Dún Laoghaire Education & Training Board
EAL	English as an Additional Language
ESOL	English for Speakers of Other Languages
ETB	Education & Training Board
ETBI	Education & Training Boards Ireland
FE	Further Education
FET	Further Education and Training
HR	Human Resources
ICT	Information Communications Technology
ITABE	Intensive Tuition in Adult Basic Education
LLN	Language Literacy Numeracy
NALA	National Adult Literacy Agency
NEPS	National Educational Psychological Services
OSD	Organisation Support & Development
PLC	Post Leaving Certificate
PSS	Psychological Support Service
QA	Quality Assurance
QQI	Quality & Qualifications Ireland
SDCC	South Dublin County Council
SOLAS	Seirbhísí Oideachais Leanúnaigh agus Scileanna
TEL	Technology Enhanced Learning
YMCA	Young Men's Christian Association



Átha Cliath agus Dún Laoghaire Bord Oideachais agus Oiliúna
Dublin and Dún Laoghaire Education and Training Board

