

## Reading and Writing Service (Literacy Office)

We offer a range of classes for adults who wish to improve their reading, writing, spelling, maths, technology, and other skills. A special welcome to adults who might have left school early and would like to return to education, or would like to up-skill and build confidence.

Classes are free of charge and available at different times throughout the week. You can attend one-to-one tuition and small groups of between four and eight people. You can learn at a level that suits you, whether you are a complete beginner or want to brush up. If you want to work towards getting certification, we offer some courses up to QQI level 4.

### How to enrol:

Enrolment for these classes is ongoing throughout the year. Call our Adult Literacy Office for more information about any of the classes listed below. You can arrange an appointment to discuss your needs and goals and find a class suitable for you.

Call Adult Literacy Organiser on: 01 803 6238

Day	Time	Class
Monday	9.30am-11am	Internet Skills QQI Level 3
	11.30am-1pm	Self Advocacy QQI Level 3 Explore the concept of self-advocacy and develop skills and knowledge to promote it on a personal or group level.
	11.30am-1pm	Internet Skills QQI Level 3
	1.30pm-3pm	Beginner ESOL (English for Speakers of Other Languages) To enrol in ESOL classes call Breda on 087 7707845. (Further classes on Tuesday and Wednesday at same time).
	1.30pm-3pm	ESOL (English for Speakers of Other Languages) QQI Level 3 To enrol in ESOL classes call Breda on 087 7707854. (Further classes on Tuesday and Thursday at same time).
Tuesday	9.30am-11am	Information Technology QQI Level 4
	11.30am-1pm	Digital Media QQI Level 3
	11.30am-1pm	Read Write Spell
	1.30pm-3pm	Internet Skills QQI Level 3
	1.30pm-3pm	Gardening
Wednesday	9.15am-11.15am	Creative Writing Improve your literacy skills by exploring creative writing at a gentle pace in a supportive and friendly group.
	9.30am-11am	Communications QQI Level 3 Build confidence in your communication skills. Develop good reading, writing and interpersonal skills for use in a range of situations. (Second class on Friday from 9.30am-11am).
	9.30am-11am	Computers
	9.30-11am	Smartphone Beginners
	11.30am-1pm	Internet Skills
	11.30am-1pm	Smartphone Improvers
	11.30am-1pm	Read Write Spell
	11.30am-1pm	ESOL Literacy
	11.30am-1pm	Numeracy Improve your everyday maths.
	1pm-3pm	Art and Design QQI Level 3 Explore the world of art and design practices in this foundational art course. This course introduces a wide range of media and tools. Suitable for beginners.
	1.30pm-3pm	Digital Media
Thursday	9.30am-11am	Computers
	9.30am-11am	Smartphone
	11.30am-1pm	Computers
	11.30am-1pm	Smartphone
	1.30pm-3pm	Computers
	1.30pm-3pm	Smartphone
Friday	11.30am-1pm	Read Write Spell
	11.30am-1.30pm	Healthy Cookery on a Budget Learn to prepare healthy meals in this practical cookery course. Emphasis is on local, vegetarian and budget-friendly options.

## Adult Education Guidance Service

The CDTEB Adult Education Guidance Service helps people make informed decisions about education, career and life choices. This service is free, impartial and confidential.

For more information, call: 01-862 3835 / 087 939 0894  
Email: michelle.morrissey@aes.cdteb.ie or paul.maguire@aes.cdteb.ie

## KLEAR Education Service

KLEAR is a community-based adult education centre. We offer a broad range of courses, on a part-time basis, in the areas of general education, literacy, health, languages, culture, creativity, and social and community education. For more than 40 years we have catered for the educational needs of over 20,000 adults in the wider community. We are a designated QQI (Quality and Qualifications Ireland) provider which means that we are able to quality assure our own QQI courses, ensuring that you have an excellent learning experience.

KLEAR is run and organised by a voluntary management group made up of tutors, students and the local community. We are funded by City of Dublin Education and Training Board (CDTEB), European Social Fund and Department of Employment Affairs and Social Protection.

## Community Employment Scheme

Community Employment (C.E.) is an employment programme which helps unemployed people to re-enter the active workforce by breaking the experience of unemployment through a return-to-work routine. Participants can work in a number of areas, including Childcare, Household, Clerical, Domestic, Driving and Maintenance. Recruitment is ongoing throughout the year.

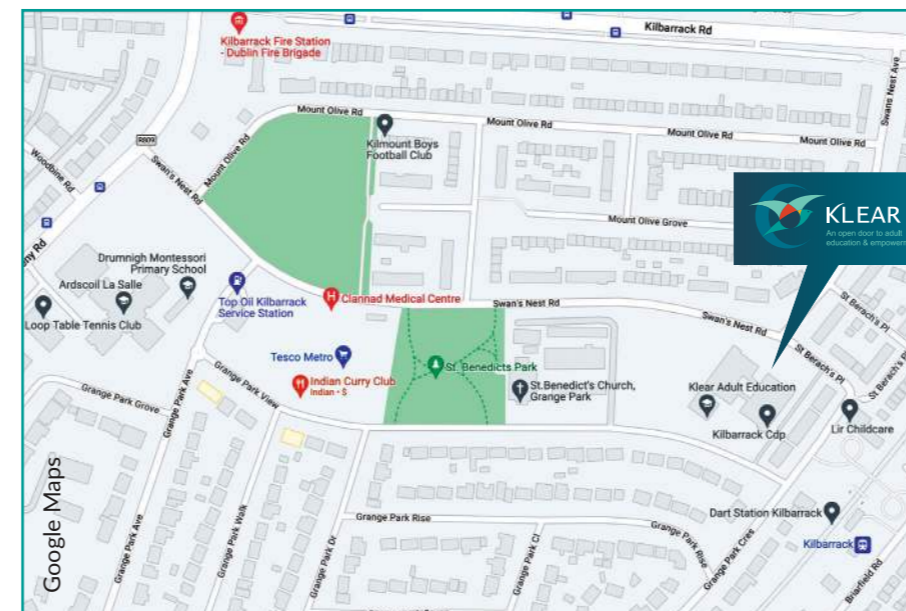
For more information, call Louise on: 01 8671040 or email [louiseparsons@klearce.com](mailto:louiseparsons@klearce.com)

## Contact information

KLEAR Adult Education Centre, Swan's Nest Road, Kilbarrack, Dublin 5, D05 V5Y9

Main Office Phone: 01 867 1845 Email: [office@klear.ie](mailto:office@klear.ie)  
Literacy Office Phone: 01 803 6238 Email: [literacy.organiser@klear.ie](mailto:literacy.organiser@klear.ie)  
Community Employment Service Phone: 01 867 1040 Email: [louiseparsons@klearce.com](mailto:louiseparsons@klearce.com)  
Website: [klear.ie](http://klear.ie)

## Where to find us



KLEAR is situated beside Kilbarrack DART Station, off Swan's Nest Avenue.



# Community Adult Education Centre

Swan's Nest Road, Kilbarrack, Dublin 5, D05 V5Y9

## Courses and Timetable 2023-2024

Enrolment from Monday 4th September  
9.45am – 1pm daily  
Different classes enrol on different days  
See our website [Klear.ie](http://Klear.ie) for days and times of enrolment  
or call 01 8671845

Most courses begin from Monday 18th September

Phone Main Office: 01 867 1845  
Phone Literacy Office: 01 803 6238  
Phone Community Employment Service: 01 867 1040

## Short courses

These courses run for 10 weeks and are free of charge unless otherwise stated. Courses may change according to demand. You must enrol in KLEAR for these classes. See bottom of page for more information.

Day	Time	Class
Monday	9.15am-10.45am	<b>Pilates</b> <i>Rachel Carbery</i>
	11.30am-1.30pm	<b>Creative Card Making</b> <i>Aideen Kilbride</i>
	12.15pm-1.45pm	<b>Pilates</b> <i>Rachel Carbery</i>
	1.30pm-3.30pm	<b>Stained Glass</b> <i>Aideen Kilbride</i>
Tuesday	9.30am-11am	<b>Yoga for Beginners</b> <i>Cormac Lennon</i>
	9.30am-11am	<b>Enjoying Theatre</b> <i>Kevin Jones €85 for 10 weeks</i>
	11.30am-1pm	<b>Intermediate Yoga</b> <i>Cormac Lennon</i>
	1.30pm-3pm	<b>Mindfulness</b> <i>Sharon Denver</i>
Wednesday	11.30am-1pm	<b>Chair Yoga</b> <i>Cormac Lennon</i>
Thursday	9.00am-10.30am	<b>Pilates</b> <i>Rachel Carbery</i>
	9.15am-11.15am	<b>Painting and Drawing 1</b> <i>Lindsey Holland</i>
	11.30am-1.00pm	<b>Painting and Drawing 2</b> <i>Lindsey Holland</i>
	1.30pm-3pm	<b>Art for Everyone</b> <i>Lindsey Holland</i>
	1.30pm-3.30pm	<b>Baby Massage</b> <i>Niamh Healy</i> €75 for 5 weeks
Friday	1.30pm-3.30pm	<b>Baby Massage</b> <i>Niamh Healy</i> (Subject to demand) €75 for 5 weeks

## Long courses

These courses run from September 2023 until May 2024. All classes are free of charge. Courses may change according to demand. You must enrol in KLEAR for these classes. See bottom of page for more information.

Day	Time	Class
Monday	9.30am-11am	<b>Irish Advanced</b> <i>Honor Clynes</i>
Tuesday	9.30am-11am	<b>Current Affairs 1</b> <i>Sinéad O'Brien</i>
	9.30am-11am	<b>Irish Advanced</b> <i>Honor Clynes</i>
	11.30am-1pm	<b>Current Affairs 2</b> <i>Sinéad O'Brien</i>
	11.30am-1pm	<b>European Art and Artists</b> <i>Rosarii Moran</i>
	11.30am-1pm	<b>Irish Intermediate</b> <i>Honor Clynes</i>
Wednesday	1.30pm-3pm	<b>Fáilte! Irish Beginners</b> <i>Honor Clynes</i>
	9.30am-11am	<b>Understanding History</b> <i>Sinéad O'Brien</i>
	11.30am-1pm	<b>English Literature and Culture</b> <i>Rosarii Moran</i>
	11.30am-1pm	<b>Irish Intermediate (online on Zoom)</b> <i>Honor Clynes</i>
Thursday	9.30am-11am	<b>Irish Advanced</b> <i>Honor Clynes</i>
	11.30am-1pm	<b>Irish Intermediate</b> <i>Honor Clynes</i>
Friday	9.30am-11am	<b>Understanding the Landscape</b> <i>Ann Farrell</i>
	11.30am-1pm	<b>The Arctic: Past, Present and Future - A Geographer's View</b> <i>Ann Farrell</i>
	11.30am-1pm	<b>English Literature and Culture</b> <i>Rosarii Moran</i>

## A few words about our classes

### Baby Massage

Learn the benefits of massage for bonding, communication, improved sleep and relief of digestive problems for baby, all in a relaxed, social setting.

### Current Affairs

Discuss the news of the week and analyse the background to the stories through presentation, discussion and debate.

### Creative Card Making

Learn to make special cards for all occasions. Use card-making tools and experiment with processes like matting, layering, embossing and card-folding techniques.

### English Literature and Culture

An interesting journey through books, poetry and biographies, with maybe a bit of poetry writing.

### Mindfulness/Meditation

Mindfulness is being present in the moment, breath by breath with open awareness, curiosity and compassion. There is no right or wrong way to practice Mindfulness. Anybody can practice anytime or anywhere.

### European Art and Artists

Enjoy and explore the history of art in a fun and informal setting. Includes visits to art galleries and exhibitions.



### Geography Courses

**Understanding the Landscape and The Arctic: Past, Present and Future -**

**A Geographer's View: Two opportunities to examine and explore aspects of geography and environmental issues in a relaxed and friendly atmosphere.**

### Irish

Enjoy learning Irish at a variety of levels - a special Fáilte for beginners. An online option is available.

### Painting & Drawing and Art for Everyone

Develop skill and technique under expert guidance.

### Pilates

Learn how to improve posture and strengthen core muscle groups.

### Understanding History

Improve your knowledge of local and national history in a relaxed setting. Includes visits to relevant historical sites.

### Yoga

Learn the technique of yoga at three levels. Our chair yoga is for those who may be less active.

### Enjoying Theatre

Deepen your appreciation of drama by reading and discussing plays, in a very relaxed and friendly atmosphere.

## About enrolment

- Enrolment week commences in KLEAR on Monday 4th September. Different classes enrol on different days. See our website for updates: [klear.ie](http://klear.ie)
- Enrolment is at KLEAR Adult Education Centre, in person.
- No pre-booking service is available.
- If you cannot attend during Enrolment Week, you can arrange for a friend to book for you.
- If it is your first time attending a class in KLEAR, you must meet the tutor and enrol yourself.
- CDETB courses have no fees this year.
- A 'Learner Detail Form' is required to be completed, usually on the first day of class. Support will be provided.
- Check start date of courses with your tutor(s).
- Speak with our tutors to ensure course content and level are suitable.
- It is important that prospective students inform us about special requirements to support successful course placement.
- Re-enrolment for second terms begins on week 8 of our 10-week courses.

Please let your tutor(s) know about any absences. Places will be offered to students on waiting lists after 3 non-attendances.

