

Dungarvan College
Colaiste Dhun Garman



wwetb
Bord Oideachais agus Oiliúna
Phort Láirge agus Loch Garman
*Waterford and Wexford
Education and Training Board*

Waterford and Wexford ETB

Provider Profile April 2021



1. Background

The 1st July 2013, saw the establishment of Waterford and Wexford Education and Training Board along with fifteen other Education and Training Boards (ETBs) across the Republic of Ireland. The ETBs were established under, and are governed according to the Education and Training Boards Act 2013.

Subsequently, on 1st January 2014, the then Minister for Education and Skills, Ruairí Quinn T.D., formally announced the transfer of seven SOLAS Training Centres to the recently established Education and Training Boards. In accordance with this, on 1st July 2014, the WWETB officially welcomed the addition of Waterford and Wexford Training Centres (formerly the SOLAS Training Centres), to their range of services.

Upon the foundation of Waterford and Wexford Education and Training Board (WWETB), seven separate provider agreements existed with the Further Education Training Awards Council (FETAC) across the two counties' further education and training provision. WWETB partook in a process of re-engagement with Quality Qualification Ireland (QQI), the newly formed certification authority, in line with the Education & Training Boards Act to establish one new provider agreement.

Waterford and Wexford Education and Training Board (WWETB) provides a comprehensive range of education and training services throughout Waterford and Wexford and is the largest education and training provider in counties Waterford and Wexford.

Geographically, the counties of Waterford and Wexford account for about 6% of the area of the Republic of Ireland and their combined population accounts for approximately 6% of the Nation's total. Their combined population in 2016 was 265,898 with Waterford 116,176 and Wexford 149,722. Population of the South-East rose by nearly 6% between 2011 and 2016 with further population growth expected to show in the next census.



Post-Primary & PLC Education

Bridgetown College
 Bunclody College
 Coláiste Abbáin
 Coláiste an Átha
 Creagh College
 Enniscorthy
 Vocational College
 Kennedy College
 Selskar College
 St Declan's
 Community College
 Dungarvan College-
 Coláiste Dhún
 Garbhán

Meánscoil San
 Nioclás
 St Paul's Community
 College

Further Education & Training Centres

Bunclody
 Cappoquin
 Dungarvan
 Enniscorthy
 Gorey
 Kilmacthomas
 New Ross
 Tramore
 Waterford City
 Wexford

Community Schools (where WWETB are joint patrons)

Blackwater Community School
 Gorey Community School
 Ramsgrange Community
 School

Youthreach Centres

Dungarvan
 Enniscorthy
 Gorey
 Subla Centre
 Tramore
 Waterford
 Wexford
 New Ross

Outdoor Education & Training
 Shielbaggan OETC

Community National Schools
 Kilnamanagh CNS

Administration Centres:

Head Office, Ardcahan, Wexford; Dungarvan, Co. Waterford;
 Waterford Training Centre



21,520

STUDENTS & LEARNERS



1,621
STAFF



2,152
COURSES

24

FURTHER
EDUCATION/
TRAINING
CENTRES

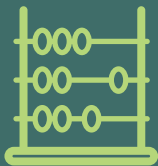
13

POST PRIMARY
COLLEGES
(INCL 1 PLC
COLLEGE)



3

COMMUNITY SCHOOLS
UNDER WWETB PATRONAGE



€100m

ANNUAL
BUDGET



392

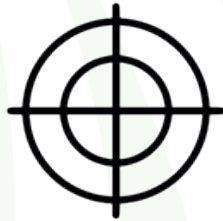
COMPANIES
SUPPORTED



30

APPRENTICESHIPS
SUPPORTED
(INCL 13 IN-HOUSE)

2. Mission, Values, Strategic Focus and Key Performance Indicators



VISION

WWETB aims to lead learning through the delivery of high quality, inclusive, responsive and innovative education and training services in our community.



MISSION

WWETB's mission is to provide a wide range of education and training programmes, services and supports for children, young people and adults across the Waterford Wexford region.

WWETB Core Values

The core values that guide us in providing our services are:

1

RESPECT

What it means:

We treat others as we would expect to be treated ourselves, we assume positive intent, consider everyone to be of value and treat all with courtesy.

How it works:

We value diversity and challenge all stakeholders to consistently demonstrate empathy and fairness; to reward effort; and to treat all equally.

2

ACCOUNTABILITY

What it means:

We take full ownership of the delivery of the delegated responsibilities of our roles and the collective responsibility of the immediate and wider team, with a view to achieving the highest professional standards.

How it works: Being professional; being loyal to the organisation; striving for results in an open, honest and transparent way; and being fully compliant with statutory responsibilities.

3

LEARNER FOCUS

What it means:

Our focus is on enabling our learners to maximise their potential.

How it works:

Staff working together to provide an inclusive, responsive, innovative, positive and supportive service for learners.

4

QUALITY

What it means:

We strive to deliver the highest standards with a view to maximising learner potential.

How it works:

Quality assurance is achieved through leadership; by 'raising the bar'; setting high standards with regard to work ethic and demanding them of others; and being dedicated, professional and results oriented.

WWETB Strategic Focus and Key Performance Indicators

Supporting Our Staff

WWETB embraces its responsibilities with regard to supporting its staff and strives not only to be the preferred learning destination of our learners, but also a rewarding place to work. We are keenly aware that frontline staff in our colleges, centres and offices are central to the realisation of WWETB's vision. In this regard, WWETB aims to support its staff in their efforts to achieve their full potential and it is committed to the provision of continuing professional development opportunities for staff. WWETB also strives to ensure that staff wellbeing is at the forefront of its strategy to create a positive work environment.

Communications, Branding and Marketing

Given that WWETB is a relatively new organisation, our Strategy Statement places particular emphasis on the importance of building a strong reputation for the organisation, based on its record of leading learning through the delivery of high quality, inclusive, responsive and innovative education and training services. The positive impact that WWETB can have in its communities is significant and we will work hard to achieve the objectives set out in our Strategy Statement.

Relationships

Following extensive consultation with our stakeholders, it is clear that building and maintaining relationships should be at the core of our strategy and vision for the future; this view was expressed by students, learners, staff and management. Consequently, WWETB places strong emphasis on the importance of facilitating the development of strong and mutually beneficial relationships at all levels of the organisation with a view to creating a strong and dynamic community which values the organisation's constituent parts.

Human Rights and Equality

Equality and human rights are central to our commitment to quality and high standards in the provision of education and training and in employment.

- WWETB will prioritise and respond to the needs and aspirations of the diverse communities and learners in our catchment area and of our staff.
- WWETB is committed to compliance in regard to its public sector duty (IHREC Act 2014) to eliminate discrimination, promote equality of opportunity and protect human rights in carrying out its functions.
- WWETB will embed a concern for equality and human rights in all its programmes and operations.

WWETB Strategic Goals & Priorities

WWETB strategic goals and priorities are outlined in this section. These goals set the framework for ensuring quality is achieved and maintained in our approach to the key functional areas of FET provision. The level of achievement of these goals across the organisation is assessed at Senior Management level and a report is produced for the Board of Management which serves as a comprehensive indicator of the organisation's performance and yearly progress. The document is entitled 'WWETB Annual Report' and will form part of the evidence for the Self-Evaluation, Monitoring and review Section of WWETB's forthcoming Self-evaluation report for the QQI Inaugural review.

1

To provide high quality education and training programmes for our students and learners. This will be achieved by ensuring accessibility and the provision of opportunities for our community to avail of excellence in teaching and learning.

Strategic Priority 1 – High Quality Education & Training Programmes

- 1.1 The provision of high quality education and training programmes
- 1.2 To promote and support access to all learners
- 1.3 Quality-assured provision with high levels of achievement and accreditation by learners
- 1.4 Promote and establish links between formal and non-formal education

2

Development of Organisation Services: This will be achieved by ensuring we provide the highest quality leadership, executive and administrative supports to a motivated and highly skilled workforce enabling a high-quality teaching and learning experience for learners and students.

Strategic Priority 2 – Development of Organisational Services

- 2.1 Continued reform and development of organisational structure and design
- 2.2 Efficiently managing and utilising all funding and payment models
- 2.3 Ongoing policy development and high standards of governance & compliance

2.4 Developing and implementing effective risk management structures

2.5 Infrastructure and buildings: Planning for current and future needs

3

Our people working together: Create a positive working environment where well-qualified staff contribute to their maximum potential for the benefit of students and learners with due regard to the values of WWETB. This is centred on a culture of equality, respect and dignity in the workplace, continuous professional development, a 'can-do' attitude and an openness towards and respect for parents/guardians and co-operating external partners.

Strategic Priority 3 – Our People Working Together

3.1 Continuing Professional Development

3.2 Providing for the recruitment and retention of high quality staff

3.3 Promoting a culture of health and wellbeing among staff

4

To foster and develop lasting partnerships and collaborations by being represented, and working well at national, regional and local level with relevant statutory bodies, agencies, business interests, trade unions, community groups and the voluntary sector.

Strategic Priority 4 – Partnerships and Collaboration

4.1 Continued and enhanced strategic networking

4.2 Effective collaboration with statutory bodies and agencies

4.3 Effective collaboration with community and business interests

5

To develop effective internal and external communication. This will be achieved by providing a clear strategy, supported by a dedicated Communications Team, appropriate resources and development and awareness of the WWETB brand.

Strategic Priority 5 – High Quality Education & Training Programmes

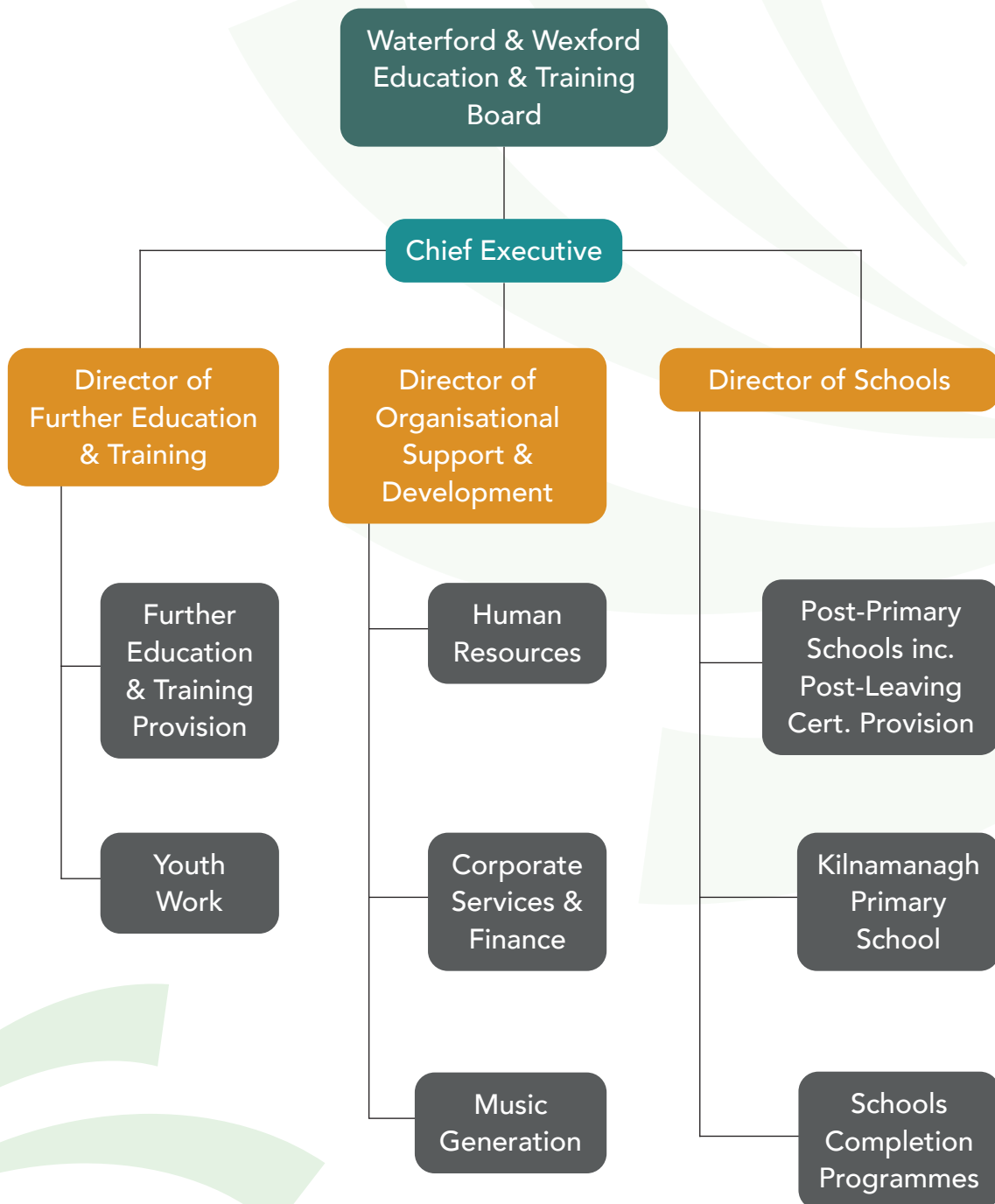
5.1 To provide targeted, accurate, clear and consistent information in a timely manner

5.2 To develop more effective internal communications mechanisms

5.3 To develop more effective external communications mechanisms

5.4 To enhance our branding and marketing of WWETB

3. Governance & Management Structures



SENIOR MANAGEMENT TEAM

Membership	<ul style="list-style-type: none"> • Chief Executive • Director of Further Education and Training • Director of Schools • Director of Organisational Support and Development • Finance Manager • Human Resources Manager • Corporate Services Manager • Innovation Development Manager
Frequency of Meetings	<ul style="list-style-type: none"> • Monthly
Function	<ul style="list-style-type: none"> • Responsible for reform and innovation in the management and administration of WWETB services
Operations	<ul style="list-style-type: none"> • Manage and lead change and to implement reform within WWETB in a rapidly changing environment • Develop and implement strategic plans and organisational policies and procedures • Ensure the appropriate management of risk within the organisation • To lead by example setting high standards and facilitating high performance across the organisation • Represent WWETB on external bodies as required

WWETB Board

As set out in the Education and Training Boards Act 2013, Waterford and Wexford Education and Training Board is a local statutory, education and training authority. WWETB is governed by a board comprising twenty-one members. This includes twelve representatives from the local City and County Councils of Waterford and Wexford; two members elected from staff; two parent/guardian representatives; and five members with a special knowledge of education and training including a learner representative and a business representative. The work of the organisation is further supported by boards of management in each of WWETB's thirteen colleges. In accordance with the reserved functions set out under Section 12(i) of the Act, WWETB has established a number of Committees to support its work. These are:

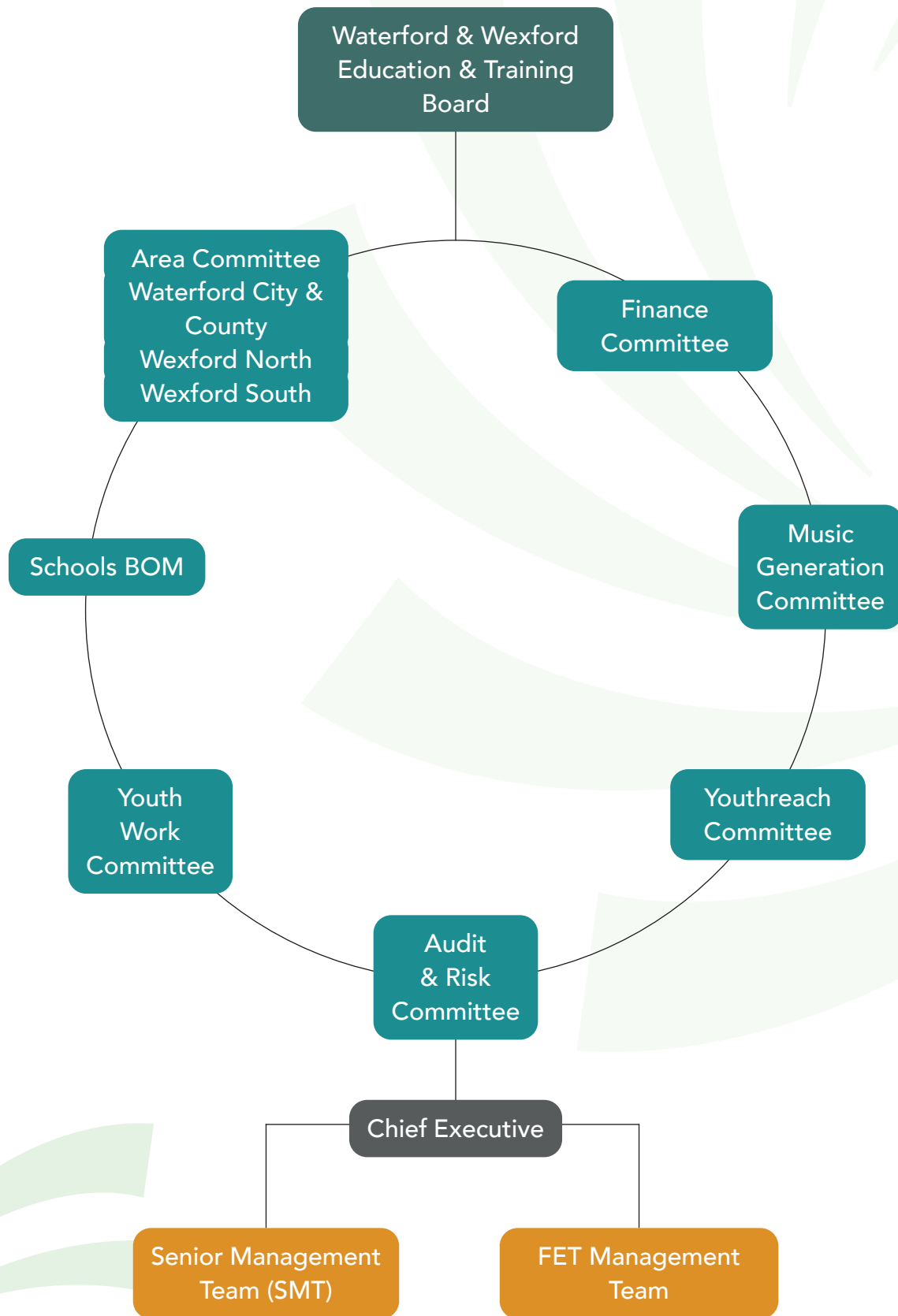
- Finance Committee
- Audit Committee
- Youth Work Committee
- Youthreach Committee
- Three Area Committees: Waterford City & County, South Wexford, North Wexford



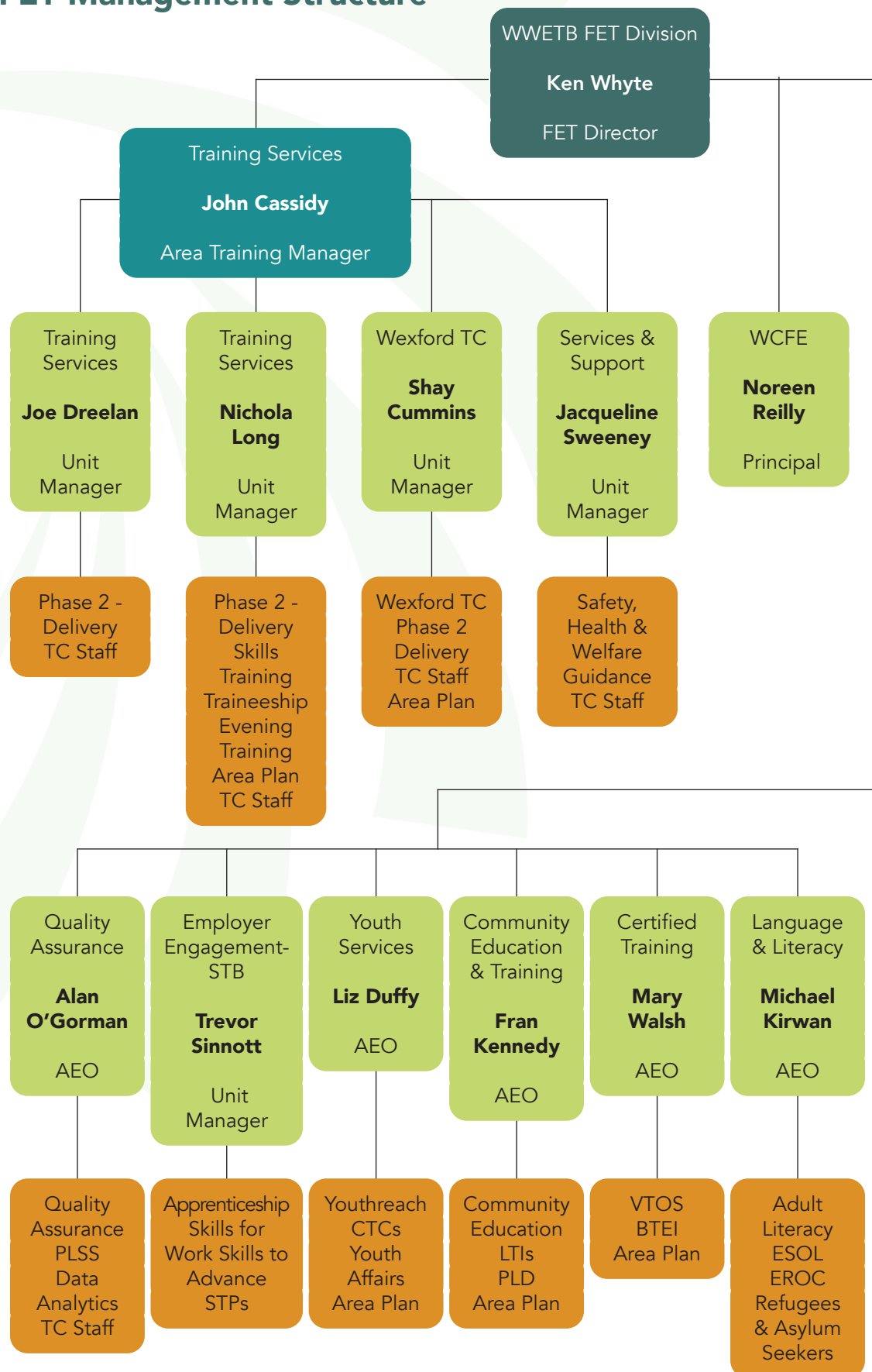
Members elected by Waterford City and County Council and Wexford County Council	Representing Waterford City and County Council and Wexford County Council
Cllr. Pat Nugent	Waterford City and County Council
Cllr. Lola O'Sullivan, Deputy Chairperson	Waterford City and County Council
Cllr. Eddie Mulligan	Waterford City and County Council
Cllr. Frank Quinlan	Waterford City and County Council
Cllr. Susan Gallagher	Waterford City and County Council
Cllr. Barbara Anne Murphy, Chairperson	Wexford County Council
Cllr. Aidan Browne	Wexford County Council
Cllr. Garry Laffan	Wexford County Council
Cllr. Mary Farrell	Wexford County Council
Cllr. Leonard Kelly	Wexford County Council
Cllr. Kathleen Codd-Nolan	Wexford County Council
Cllr. Fionntán Ó'Súilleabháin	Wexford County Council

Staff Representatives	WWETB Staff Representative
Mr Richard Byrnes	WWETB Staff Representative - Male
Ms. Sandra Fogarty	WWETB Staff Representative – Female
Parents Representatives	WWETB Parent Representative
TBC	WWETB Parent Representative – Male
Ms Finola Walsh	WWETB Parent Representative – Female
Nominated by Representative Bodies	Bodies specified by DES
Ms Mary Ryan	Association of Community and Comprehensive Schools (ACCS)
	Joint Managerial Body (JMB AMCSS)
	National Association of Principals and Deputy Principals (NAPD)
Margaret Darrer	Irish Hotels Federation
Mr. Pat Rath	Disability Federation of Ireland in cooperation with AHEAD
Mr. Senan Lillis	Irish Congress of Trade Unions (ICTU)
Ms. Kate Miskella	Irish Congress of Trade Unions (ICTU)

WWETB Governance Structure



FET Management Structure



Senior Management Team

The WWETB Senior Management consisting of CEO, Director of FET, Director of Schools, Director of OSD, HR Manager, Finance Manager, Corporate Services Manager, Innovation and Development Manager.

FET Management Team

The FET Management Team consists of the Director of FET, five Adult Education Officers, Training Centre Manager, four Training Assistant Managers, Innovation and Development Manager. This team meets monthly to review strategic and operational issues including quality assurance.

Quality Assurance Steering Group

The Quality Assurance Steering Group (QASG) is the Quality Assurance Governance Oversight group for WWETB. It has responsibility for the monitoring and review of QA in WWETB.

The QASG will, inter alia, perform the following functions:

- The QASG will be the FET representative forum for the review and development of QA policies and procedures for WWETB.
- The QASG will recommend approval of new policies or procedures, which will be ratified by the FET Management Team.
- The QASG will review strategic, operational and programme related issues with regard to Quality Assurance in WWETB.
- The QASG will maintain oversight over the implementation of QA strategy, policies and procedures in WWETB FET programmes and provision.
- The QASG will report to the FET management team on quality assurance matters and report on applications for programme approval or amendments.

Programme Approval Committee

FET provision in WWETB is the responsibility of the FET Management Team. Programme Approvals is a function of that responsibility; the FET Management Team performs this role as a Programme Approval Committee (PAC). The PAC has approval and decision-making functions relating to all FET provision for WWETB.

This, inter alia, includes applications relating to:

- the amendment or addition of modules to existing validated programmes
- the approval of centres to run new accredited programmes
- the development of new programmes or modules

QA/QQI Coordinators Forum

The QA/QQI Coordinators Forums is a communications group of individuals with QA or QQI responsibility for their centre or programme. This forum acts as a consultative and communication groups for all QA or QQI issues, consultations or updates. This forum meets once a year as a QA workshop to discuss current and appropriate QA items.

FET Forum

The FET Forum is a group of individuals with FET management responsibility for their centre or programme. This forum is made up of programme or centre managers and coordinators from both further education and training. This forum meets on a quarterly basis to review current and appropriate FET strategical and operational items which may include quality assurance.

Centre Level Quality Assurance Roles and Governance Responsibilities in FET

The roles and responsibilities for QA governance at centre level varies depending on the centre/programme. The responsibility for the implementation of Quality Assurance policy and procedures lies with the manager of each centre or programmes. These centre/programme managers report directly to the FET Director and are supported by the Quality Assurance Team. The table below provides an overview of QA responsibility and governance and centre/programme level.

	Adult Education Service	PLC Provision	Training Services
Centre Level Responsibility	Adult Education Officer (reports to the FET Director)	Principal (reports to the FET Director)	Training Manager (reports to the FET Director)
Programme Level Responsibility	Adult Literacy Organiser, Community Education Facilitator, BTEI Coordinator, Youthreach Coordinator, Programme Coordinator etc.,	Assistant Principals, PLC Coordinators, Department Heads, Course Coordinators	Assistant Managers / Unit Managers

Day-to-day Responsibility	Teachers, Tutors, Adult Educators	Teachers	Trainers, Instructors, 2nd Providers
QA/QQI Support	QQI Coordinator, Resource Workers, Quality Assurance Officer	QQI Coordinator, Exam/ Assessment Coordinator, Quality Assurance Officer	Training Standards Officers, ATSOs

The framework for quality derives from the key documents listed below. WWETB has in place a Quality Improvement Plan that has been agreed with QQI. The status of progress is relayed via scheduled Annual Dialogue Meetings between WWETB’s FET Director, Quality Manager and QQI representatives. The WWETB Quality Assurance Team drive the activities and improvements outlined in the plan. Continuous improvement to the quality of all activities across WWETB is the responsibility of every staff member through their own individual efforts and through the various teams and units in the organisation. WWETB activities are informed by the standards outlined in:

- Core Statutory Quality Assurance Guidelines (2016)
- Sector-Specific Statutory Quality Assurance Guidelines for Education and Training Boards (ETBs) (2017)
- Quality Assuring Assessment- QQI (2018 Revision)
- Topic Specific Statutory Quality Assurance Guidelines for Providers of Statutory Apprenticeship Programmes (2016)
- In addition, activities are guided by a number of additional external guidelines published by QQI and other awarding bodies.

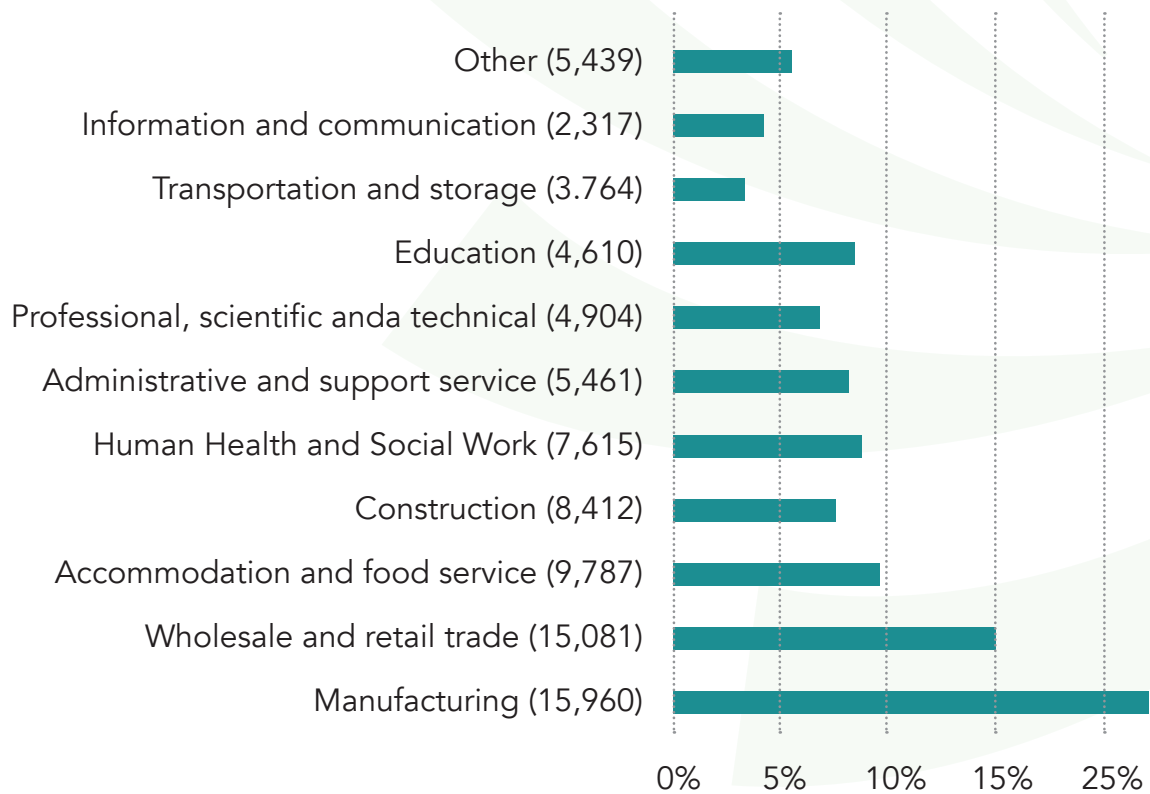
Review happens in a number of ways throughout the organisation. Learners are engaged in review activity of their courses and centres/programmes use this information to refine courses. Key information from this process is reported to by Centre Management to their line-managers. The QA Team review all IV and EA reports prior to Results Approval panel meetings. Best practice is noted and where a need for support is identified, this support is given. Moreover, the QA Team collate all the feedback from External Authenticators annually and identify any themes or areas where further QA input or support is required. This forms the basis of QA briefings that happen throughout the year along with other elements of development that are pertinent such as new or amended policies and procedures and note elements of best practice.

5. Regional Profile

According to the CSO Business Demography figures at the end of the 2018 active enterprises employing more than 10 people totalled 1,158 accounting for more than 47,000 of the regions 78,500 employees. The largest sector is manufacturing which includes pharmaceutical industries, one of the biggest employers in the region.

Main employment sectors (CSO, 2017)

WWETB Employment Sectors (persons engaged)



WWETB Active Enterprises and Employees

WWETB	< 10	10-19	20-49	50-250	> 250
Enterprises	12,267	676	319	130	33
Employees	14,653	8,848	9,370	12,453	16,719

WWETB Unemployment (Live Register December 2020)

WWETB	Male	Female	Total
Under 25	1020	743	1763
Over 25	7300	5904	13204
Total	8320	6647	14967

Waterford Active enterprises and employees (CSO 2018)

The largest employers in Waterford are involved in Pharmaceuticals and Healthcare: Teva (pharma), Nypro (Healthcare), Bausch + Lomb (Pharma), Sanofi (Health care) in and around Waterford City.

GSK Dungarvan is one of the region's largest employers with around 750 employees, Eurofins (Pharma)

Waterford	< 10	10-19	20-49	50-249	> 250
Enterprises	7324	390	168	77	15
Employees	8566	5095	4940	6881	6856

Waterford Unemployment (Live Register December 2020)

Waterford	Male	Female	Total
Under 25	509	273	782
Over 25	3157	2404	5561
Total	3666	2677	6343

Wexford Active enterprises and employees (CSO 2018)

The largest employers in Wexford include, Europort (transport) Rosslare, Danone (food production) Wexford, Waters Technologies (Tech) Wexford and Integer (Medical tech) New Ross.

Wexford	< 10	10-19	20-49	50-249	> 250
Enterprises	12267	676	319	130	33
Employees	14653	8848	9370	12453	16719

Wexford Unemployment (Live Register December 2020)

Wexford	Male	Female	Total
Under 25	511	470	981
Over 25	4143	3500	7643
Total	4654	3970	8624

6. Provision Profile (Beneficiaries 2020)

a) ETB Centres

Centre	Centre Type	FT	PT	Total	%
County Waterford		4847	5748	10595	68.9%
Cappoquin FETC	FETC			106	0.7%
BTEI Groups			95	95	0.6%
Community Education			4	4	0.0%
ESOL			7	7	0.0%
Dungarvan College	PLC College			390	2.5%
PLC		390		390	2.5%
Dungarvan Adult Literacy Centre	Adult Literacy Centre			923	6.0%
Adult Literacy Groups			637	637	4.1%
ESOL			220	220	1.4%
Skills for Work			66	66	0.4%
Dungarvan FETC	FETC			205	1.3%
BTEI Groups			154	154	1.0%
VTOS Core		51		51	0.3%
Dungarvan Offices	Administration Office			88	0.6%
Refugee Resettlement			88	88	0.6%
Dungarvan Offices Offsite				159	1.0%
FET Cooperation Hours			159	159	1.0%
Dungarvan Youthreach	Youthreach Centre			56	0.4%
Youthreach		56		56	0.4%
Durands Court Waterford	FETC			299	1.9%
Traineeship Training		30		30	0.2%
VTOS Core		269		269	1.7%

Centre	Centre Type	FT	PT	Total	%
Kilmacthomas FETC	FETC			79	0.5%
Adult Literacy Groups			2	2	0.0%
VTOS Core		77		77	0.5%
Ozanam Street FETC	FETC			643	4.2%
BTEI Groups			323	323	2.1%
Community Education			320	320	2.1%
Ozanam Street FETC - Offsite				28	0.2%
Community Education			28	28	0.2%
Railway Square Adult Education Centre	Adult Literacy Centre			1413	9.2%
Adult Literacy Groups			546	546	3.5%
ESOL			788	788	5.1%
Skills for Work			79	79	0.5%
St. Paul's Community College	ETB School			10	0.1%
PLC		10		10	0.1%
Subla Youthreach	Youthreach Centre			42	0.3%
Youthreach		42		42	0.3%
Tramore FETC	FETC			748	4.9%
Adult Literacy Groups			365	365	2.4%
BTEI Groups			217	217	1.4%
ESOL			86	86	0.6%
Skills for Work			17	17	0.1%
Youthreach		63		63	0.4%
Tramore FETC - Offsite				458	3.0%
Adult Literacy Groups			16	16	0.1%

Centre	Centre Type	FT	PT	Total	%
BTEI Groups			28	28	0.2%
Community Education			410	410	2.7%
Skills for Work			4	4	0.0%
Waterford College of Further Education	PLC College			1617	10.5%
PLC		1377		1377	8.9%
VTOS Core		240		240	1.6%
Waterford Training Centre	ETB Training Centre			1726	11.2%
Adult Literacy Groups			293	293	1.9%
Apprenticeships (2,4,6)		854		854	5.6%
Apprenticeships (7)		75		75	0.5%
Blended Training		80		80	0.5%
Bridging and Foundation Training		6		6	0.0%
Evening Training			502	502	3.3%
Skills to Advance-Route1		39		39	0.3%
Specific Skills Training		68		68	0.4%
Traineeship Training		102		102	0.7%
Waterford Training Centre - Offsite				1227	8.0%
Bridging and Foundation Training		39		39	0.3%
Community Training Centres		164		164	1.1%
Evening Training			86	86	0.6%
Local Training Initiatives		415		415	2.6%
Skills to Advance-Route1		48		48	0.3%
Skills to Advance-Route2			208	208	1.4%
Specialist Training Providers		70		70	0.5%
Specific Skills Training		154		154	1.0%
Traineeship Training		55		55	0.4%

Centre	Centre Type	FT	PT	Total	%
Waterford Youthreach	Youthreach Centre			85	0.6%
Youthreach		85		85	0.6%
County Wexford		1778	3014	4792	31.1%
Bridgetown Vocational College	ETB School			42	
Community Education			36	36	0.2%
PLC		6		6	0.0%
Bunclody FETC	FETC			264	1.7%
Adult Literacy Groups			69	69	0.4%
BTEI Groups			24	24	0.2%
Community Education			103	103	0.7%
ESOL			46	46	0.3%
Skills for Work			10	10	0.1%
VTOS Core		12		12	0.1%
Bunclody Vocational College	ETB School			33	0.2%
PLC		33		33	0.2%
Colaiste an Atha	ETB School			86	0.6%
PLC		86		86	0.6%
Enniscorthy Fablab	FETC			28	0.2%
Blended Training		23		23	0.1%
Specific Skills Training		5		5	0.0%
Enniscorthy FETC	FETC			545	3.5%
Adult Literacy Groups			170	170	1.1%
BTEI Groups			103	103	0.7%
Community Education			8	8	0.1%
ESOL			205	205	1.3%
VTOS Core		59		59	0.4%
Enniscorthy NZEB Centre	FETC			282	1.8%
Skills to Advance-Route1		250		250	1.6%
Skills to Advance-Route3			32	32	0.2%

Centre	Centre Type	FT	PT	Total	%
Enniscorthy Vocational College	ETB School			376	2.4%
PLC		376		376	2.4%
Enniscorthy Vocational College (Gorey)	ETB School			22	0.1%
PLC		22		22	0.1%
Enniscorthy Youthreach	Youthreach Centre			35	0.2%
Youthreach		35		35	0.2%
Gorey FETC	FETC			635	4.1%
Adult Literacy Groups			190	190	1.2%
BTEI Groups			116	116	0.8%
Community Education			32	32	0.2%
ESOL			162	162	1.1%
VTOS Core		73		73	0.5%
Youthreach		62		62	0.4%
Gorey FETC - Offsite				16	0.1%
Community Education			16	16	0.1%
Kennedy College	ETB School			120	0.8%
Community Education			9	9	0.1%
PLC		111		111	0.7%
New Ross FETC	FETC			523	3.4%
Adult Literacy Groups			203	203	1.3%
BTEI Groups			119	119	0.8%
Community Education			14	14	0.1%
ESOL			131	131	0.9%
Skills for Work			6	6	0.0%
VTOS Core		50		50	0.3%
New Ross FETC - Offsite				68	0.4%
BTEI Groups			15	15	0.1%
Community Education			53	53	0.3%

Centre	Centre Type	FT	PT	Total	%
New Ross Youthreach	Youthreach Centre			81	0.5%
Youthreach		81		81	0.5%
Selskar College	ETB School			168	1.1%
Community Education			15	15	0.1%
PLC		153		153	1.0%
Wexford Adult Education Centre	FETC			203	1.3%
Adult Literacy Groups			72	72	0.5%
Community Training Centres		16		16	0.1%
ESOL			98	98	0.6%
Skills for Work			9	9	0.1%
VTOS Core		8		8	0.1%
Wexford Adult Education Centre - Offsite				7	0.0%
ESOL			7	7	0.0%
Wexford Training Centre	ETB Training Centre			222	1.4%
Apprenticeships (2,4,6)		45		45	0.3%
Evening Training			130	130	0.8%
Specific Skills Training		28		28	0.2%
Traineeship Training		19		19	0.1%
Wexford Training Centre - Offsite				182	1.2%
Bridging and Foundation Training		18		18	0.1%
Community Training Centres		65		65	0.4%
Skills to Advance-Route2			11	11	0.1%
Specialist Training Providers		62		62	0.4%
Traineeship Training		14		14	0.1%

Centre	Centre Type	FT	PT	Total	%
Wexford Youthreach	Youthreach Centre			54	0.4%
Youthreach		54		54	0.4%
Whitemill FETC	FETC			279	1.8%
Adult Literacy Groups			34	34	0.2%
BTEI Groups			108	108	0.7%
ESOL			116	116	0.8%
Skills for Work			12	12	0.1%
Skills to Advance-Route2			9	9	0.1%
Whitemill FETC - Offsite				521	3.4%
Community Education			520	520	3.4%
Refugee Resettlement			1	1	0.0%
WWETB Total		8403	11776	15387	

b) Contracted External Provision with which the ETB is Engaged 2020

	No. Centres	FT	PT	Total	%
Bridging and Foundation	2	57		57	3%
Community Training Centres	2	245		245	14%
Evening Training	1		17	17	1%
FET Cooperation Hours	1		159	159	9%
Local Training Initiatives	18	415		415	23%
Skills to Advance	5	337	189	526	29%
Specific Skills Training	5			194	11%
Traineeship Training	6			197	11%
Totals	40	1054	365	1810	100%

c) ETB Services

Service	Description
Adult Education Guidance and Information Service	The WWETB Adult Educational Guidance Service provides information and guidance support to ETB learners at a pre-entry, induction, ongoing, pre-exit and post-exit stages, and supports are delivered through a number of mechanisms including one to-one guidance, group guidance, drop-in, phone and online information query services. The service is free, impartial and confidential and all service activities are designed to assist people to make informed educational, career and life choices.
Youth Services	WWETB Youth Services support the provision, coordination, administration and assessment of youth work services in the Waterford and Wexford area.
Services to Business	An employment focused service for employers offering an advisory service to businesses considering apprenticeship.
Music generation	Music Generation Waterford and Music Generation Wexford are music education services for children and young people, aged 0-18 years. They are part of Music Generation –Ireland's National Music Education Programme.

d) ETB Provision by Field of Learner

Fields of Learning	2018	2019	2020
Agriculture, Horticulture and Mariculture	188	232	160
Animal Science	42	111	135
Arts & Crafts	349	280	225
Built Environment	502	989	774
Business, Administration	1149	1328	1034
Core ICT	408	505	262
Core Personal	4961	6250	5797
Engineering	69	40	29
Engineering (Electrical)	498	584	477
Engineering (IT)	17	46	24
Engineering (Mechanical)	496	441	294
Engineering (Transport)	347	352	226
Entrepreneurship	28	31	18
Financial Services	57	43	51
Food and Beverage	273	288	150
General Learning	2950	2899	2132
Hairdressing, Beauty and Complementary Therapies	490		411
Health, Family other Social Services	1870	2051	1763
Information Technology	70	74	84
Management	28	97	125
Manufacturing	243	251	210
Media Graphics Communications	138	137	130
Research and Education-Training	43	58	78
Sales & Marketing	236	221	126
Science and Technology	51	42	28
Security, Guarding & Emergency Services	80		

Fields of Learning	2018	2019	2020
Skills Sampling	295	355	99
Sport and Leisure	352	309	300
Tourism	82	59	69
Transport, Distribution & Logistics	262	308	153
Web Development & Design	62	38	23
Total	16,636	18,840	15,387

e) ETB Provision by NFQ Level

Award Level (NFQ)	2018	2019	2020
Level 1 Certificate	550	748	498
Level 2 Certificate	1258	1478	1273
Level 3 Certificate	2081	2371	2011
Level 4 Certificate	1551	1686	1270
Level 4/5 Certificate	436	465	402
Level 5 Certificate	4568	4873	4033
Advanced Certificate/Higher Certificate (6)	532	603	664
No Level/Award	4511	5378	4295
Apprenticeships phases 2/4/6/7	1149	1232	899
Total	16,636	18,840	15,312

f) Awarding Bodies

Awarding Body	2018	2019	2020
Alberta Apprenticeship & Industry Training (AIT)	11		
Approved EN Certifying Body	326	339	186
ATI	57	43	51
Autodesk		6	12
CIBTAC			
CIDESCO		25	42
City & Guilds	383	892	597
CompTIA	28	10	
Department of Education & Skills	529	478	441
ICS SKILLS	192	143	21
Irish Surfing Association	21	9	10
ITEC	72	56	33
MICROSOFT	35	148	60
PHECC	152	175	115
PMI			8
QQI-FE	10131	11252	9308
RSA (Road Safety Authority)	68	68	29
RTITB	126	85	51
Total	12131	13729	10964

7. Learner Profile (Unique Learners)

a) Gender Profile (excl. Apprentices)

Gender	2018	2019	2020
Male	6897	7793	6311
Female	8541	9667	8364
Total	15438	17460	14675

b) Age Profile (excl. Apprentices)

Learner Age	2017	2018	2019	2020
<15	1	1	1	1
15-19	2783	2808	2922	2687
20-24	1812	1976	2206	1986
25-29	1230	1255	1452	1141
30-34	1302	1429	1615	1220
35-39	1350	1508	1802	1484
40-44	1290	1368	1638	1316
45-49	1222	1302	1439	1210
50-54	987	1088	1223	942
55-59	915	994	1108	924
60-64	594	682	758	646
>65	822	1027	1296	1118
Grand Total	14308	15438	17460	14675

c) Nationality (Source: SOLAS) Unique Learners (excl. Apprentices)

Region	2018	2019	2020
Ireland	6323	7607	
GB	236	273	
Europe	1046	1249	
Africa	242	284	
Asia	357	494	
North America	23	25	
Oceania	4	4	
South America	78	190	
Unknown	2616	1835	
Total	10925	11961	

8. Staffing Profile

WWETB employees almost 800 FET staff, including 600 learner practitioners (teachers, tutors, instructors, resource workers).

a) Staffing Overview

Staff Resources	Additional Information	Number
Director of FET		1
Manager - Finance & Administration		1
Manager - Training Services Unit		1
Adult Education Officer		5
Principal Plc SOLAS Funded		1
Unit Manager FET		1
Deputy Principal PLC SOLAS Funded		2
Assistant Principal		3

Assistant Manager Services to Business		1
Assistant Manager Training Services		2
OEC Manager		1
Senior Training Adviser		4
Youth Officer		3
Staff Officer		3
Adult Literacy Organiser		7
Assistant Staff Officer		8
Development Officer		2
Director of Adult Education SOLAS Funded		1
Learning Practitioners	Tutor (FE Misc.)	188
	Instructor Apprenticeship	19
	Instructor Day	15
	Instructor Night	79
	Substitute Teacher (FE Misc.)	31
	Music Generation Tutor	45
	Post Primary Teacher Plc SOLAS Funded	142
	OEC Instructor	20
	Youthreach Resource Person	34
	Resource Person Local	10
	Special Duties Teacher Plc SOLAS Funded	15
	Adult Literacy Resource Person	2
	Adult Educator	5
Caretaker		5
Cleaner		5
Clerical Officer		38
Administration Assistant / Officer		5

Music Generation Administrator		2
Music Generation Development Officer		2
Quality Assurance Officer		1
Assistant Quality Assurance Officer		2
Training Standards Officer		2
Assistant Training Standards Officer		4
External Authenticator (FE)		37
CPD Coordinator		1
Community Education Facilitator		6
BTEI Coordinator		3
VTOS Coordinator		5
Youthreach Coordinator		8
Coordinator of Sports & Recreation		1
Coordinator of Refugee Program		1
Senior Store person		1
Store Person		1
General Assistant		6
Cook		1
Attendant / Porter		2
Adult Guidance Counsellor		4
Recruitment Officer		2
Guidance Information Officer		2
Total FET staff		795

b) Teacher Learner Ratio

Operational guidelines for a number of FET provisions give general guidance in relation to teacher/learner ratios including:

- Adult Literacy & Core Skills: 1:6 for group classes; and 1:1
- BTEI: 1:8
- PLC: 1:19
- VTOS: 1:8
- Youthreach: 1:5
- Apprenticeship/Workshops: 1:14
- Non-practically based programmes (Training Centre): 1:20

9. Collaborations and Partnerships

9.1 Strategy

WWETB's Statement of Strategy 2018 – 2022 has Fostering lasting Partnerships and Collaboration as a key high-level goal, through strategic networking and a wide range of collaborative initiatives.

- Collaborate with relevant forums to contribute to the ongoing development of the education and training sector (e.g., Regional Skills Forum).
- Enhance links with relevant local and national bodies, agencies and stakeholders to support our programmes and services to learners.
- Increase collaboration with Education and Teacher Centres in Wexford and Waterford for sharing resources and knowledge and with the Teacher Training Colleges with regard to opportunities for recruitment.
- Foster and enhance closer collaboration with third level institutions with regard to finding a solution to teacher shortages in certain subject areas (i.e., Arts and Sciences)
- Explore opportunities for schools to support their local communities through the utilisation of school buildings and facilities out of hours (e.g., for homework clubs, parent groups etc.)
- Maintain/Strengthen collaboration with SCP programmes
- Foster/Enhance collaboration with other partners, including NEPs, NCSE, Teacher Training Colleges, County Council, Junior Council, DES, Sporting Organisations, WLD, Chamber of Commerce, FDYS, Rotary Alliance, and Local Primary Schools
- Collaborate with industry partners to enhance our education and training programmes and provide opportunities for students and learners
- Parent Engagement – ways of encouraging parents to participate in the activities of the School and integrate into the School community.

9.2 SOLAS

SOLAS is responsible for the funding of a wide range of FET programmes within the 16 ETBs and is one of WWETB's key stakeholders. WWETB submits an annual service plan to SOLAS which includes performance targets such as inputs, outputs, certification etc. and reports on these targets to SOLAS

through the FARR database. The ETB provides administrative support staff, as well as a FET Development Officer to support centres in their reporting to SOLAS through FARR. In addition, there is a financial reporting process to SOLAS that WWETB engages in. SOLAS has now begun to discuss introducing a strategic dialogue process with ETBs.

SOLAS has statutory responsibility for craft apprenticeships (as coordinating provider), of which WWETB delivers a number in Phase 2. A Memorandum of Understanding between WWLETB and SOLAS is in place with respect to the Craft Apprenticeships, in addition to a range of systems and procedures to ensure the successful delivery of these programmes. Senior Training Advisors are in place in the training centres, and they are authorised officers acting on behalf of SOLAS to approve the companies in which apprentices shall be employed.

9.3 Qualifications and Quality Ireland (QQI)

Qualifications and Quality Ireland was established by legislation as an independent body responsible for promoting quality and accountability in education and training services in Ireland in 2012. QQI maintains and develops the National Framework of Qualifications, it sets the standards for QQI awards and validates programmes for delivery by providers, including WWETB.

QQI has developed Core and Sector specific quality assurance guidelines for ETBs which inform the development of quality assurance policies and procedures for WWETB.

WWETB is mindful of its role and relationship with QQI, and its responsibilities and commitments under the Qualifications and Quality Assurance (Education and Training) Act 2012. This Executive Self-Evaluation is the first step in approving new quality assurance policies and procedures for WWETB.

9.4 Other Awarding Bodies

WWETB has quality assurance arrangements and agreements in place with a number of other awarding bodies. The full list of other awarding bodies that WWETB is engaged with is listed on page 22.

Based on the new QQI Quality Assurance guidelines, WWETB will incorporate these arrangements, as well as unaccredited provision, in the development of new quality assurance policies and procedures. It is WWETB's view that a single set of quality assurance policies, procedures and practices should operate across all FET activity in order to ensure consistency and eliminate the risk of error.

9.5 ETBI

Education and Training Boards Ireland (ETBI) is the national representative association for Ireland's sixteen Education and Training Boards. ETBI provides a broad range of coordination and professional supports to ETBs, including facilitating collaboration between ETBs, staff development and the coordination of policy development.

ETBI supports and coordinates a number of working groups and forums to assist ETBs in the development of policy and practice to enhance and improve activity and delivery within the sector. These groups include, among others:

- Chief Executives forum
- Directors (FET, OSD, Schools)
- FET Steering Group
- Quality Assurance Forum
- New apprenticeship development group

9.6 Department of Social Protection (DSP)

The DSP works closely at a local level with WWETB centres and colleges, and is the primary referral agency for courses run in the training centres. An interagency agreement between WWETB and the DSP is in place to manage this relationship.

9.7 Employers

9.7.1 General

Engagement with employers is a critical element in WWETB's FET services, if these services are to meet the priorities set out in the FET strategy and ensure that programmes and courses are relevant to the needs of local business and industry. A number of mechanisms and avenues for engagements with employers exist across FET services, with individual centres and staff within an area generally having built up good informal contacts as well formal relationships with employers. Some staff within the training services have, as part of their responsibilities, the necessity to engage with employers, including the service to business staff and the Authorised Officers for apprenticeship. A new revamped Services to Business Unit in WWETB provides a quality based Advisory Service that assists businesses with Training and Education requirements in the Further Education Sector. The unit aims to improve communications and relationships with all our stakeholders and to communicate proactively with our customers helping them make informed choices regarding our programmes and services.

The Unit actively promotes and participates in;

- Craft Apprenticeships
- New Apprenticeships
- Workplace training
- Up-skilling
- Skills for Work
- Management Training for SMEs
- EU Funding Opportunities

9.7.2 Industry Representative Groups

WWETB also engages and interacts with other industry representative bodies, including, amongst others:

- Irish Management Institute (IMI)
- Irish Small and Medium Enterprises Association (ISME)
- The Construction Industry Federation (CIF)

9.8 Community Partners

WWETB engages with a large number of Community partners to identify needs and assist with the coordination and delivery of a number of Further Education and Training programmes. Community partners include active retired groups, disability agencies, family resource centres and sporting groups/bodies. ETB has service level agreements in place with all community partners.

9.8.1 LTI Sponsoring Group

Local Training Initiatives are delivered through training services by sponsoring and coordinating community-based organisations. The proposal for an LTI emanates from the sponsoring group in response to a need identified at local level. Through a service contact with WWETB, LTI sponsors are provided with the funding to deliver a response to the specific training needs within their locality.

Currently WWETB is resourcing the following LTIs through the listed coordinating sponsors:

Project	Location	Sponsor
Connect Programme	Cleaboy Business Park	Manor St John
Making Connections	Lisduggan Waterford	Waterford & South Tipp Youth Services
Ballybeg Horticulture	Parish Centre Ballybeg Waterford	Ballybeg CDP Ltd
St Johns Priory	Brick Lane Waterford	Waterford Civic Trust
Traveller Community Programme	Ballybeg Waterford	Waterford Traveller CDP
Waterford Womens Centre	Manor Street Waterford	
Manor St John	Lisduggan Waterford	Manor St John Special Youth Project
Recreation Tourism Trail Dev	Dunhill Ecopark Fenor Waterford	Dunhill Multi Education Centre Ltd
Treo Dungarvan	Westgate Business Park Dungarvan	Treo Portlairge
Access 2000 Ltd	Green Street Wexford	Access 2000 (Wexford) Ltd

Project	Location	Sponsor
Gorey Youth Training	St Michaels Rd, Gorey, Wexford	Gorey Youth Needs Group Ltd
Courtown Youth Training	Courtown, Co. Wexford	Gorey Youth Needs Group Ltd
Cornmarket	New Ross, Wexford	Wexford Leader Development
Hook Tourism	Ramsgrange, Co. Wexford	Hook Tourism
FAI Player Development	WIT Arena, Waterford	FAI

9.8.2 Community Training Centre Management Boards

Community Training Centres are one part of the ETB's direct provision under the national Youthreach programme and were originally under the auspices of FÁS. Community Training Centres are operated by the Boards of Independent Companies, funded by WWETB through a service level agreement and with specified programme deliverable and outcomes identified for the Centres. CTCs are required to adhere to WWETB Quality Assurance policies and procedures and are monitored on a regular basis by training services staff. Community Training provides training within the community for people who are economically or educationally disadvantaged. This is a granted service for programmes delivered on behalf of training centres; internal verification is undertaken by the provider, all results are reviewed by the training centre RAP, and all certificates are ordered through the centre. Training is provided across the two different programme types outlined below:

There are two CTCs operating in Waterford and Wexford

- WYTEC Waterford
- Youthtrain Wexford

9.9 Specialist Training Providers

Specialist Training Providers (STP's) provide training programmes for learners with a range of disabilities, physical and intellectual, under a specific contract with WWETB. STP providers are generally organisations who specialise in the delivery of services to such groups, and they provide these programmes in a range of specially adapted facilities. WWETB works with the following Specialist Training Providers

- National Learning Network (NLN) Waterford
- National Learning Network (NLN) Wexford
- In-Tuition Kilcannon

9.10 Third Party Providers

Contracted training is a procured service to deliver training on behalf of the ETB training centres. A new tendering process developed by the Office of Government Procurement has almost been completed and will come into effect in 2022. Successful contractors who win the tender, may work with WWETB training centres for up to four years. When delivering training on behalf of a training centre, they do so under the training centre's QA agreement (i.e., the TQAS). The internal verification process is undertaken by both the contracted trainer and the TSO, while the training centre organises the EA from the training centre EA panel. Results are uploaded to QQI by the training centre via the RCCRS. Contracted training providers are monitored on a monthly basis by the Contracted Training Officer, and there is a traffic light system in place to monitor underperforming contractors.

WWETB have a broad range of Contracted Training programmes running as follows;

Hotel Front Office, Sports Recreation and Exercise, Medical Administration, Health Service Skills, Pharma Manufacturing Technologies, Cleanroom and Packaging Operations, Office Support Skills, Logistics & Distribution, HGV Artic, Delivery Driver, Milling & Turning, Warehouse Operative, Welding Intermediate, IT Support Specialist

9.11 Other Community Education Providers

The Community Education strand of the Adult Education Service maintains a large network of relationships with community development groups and other community providers, through which the AES delivers a wide range of courses, both certified and uncertified. Responsibility for these programmes lies with the Community Education Facilitator, who reports to the Adult Education Officer.

Certified courses are, for the most part, included in the IV/EA/RAP processes of the local AES centres. However, some legacy issues arising out of the differing QA agreements are yet to be resolved.

9.12 Sectoral QA projects

WWETB is involved in a range of sectoral QA groups, projects and fora, including the CE Forum, the FET Directors' Forum, the QA Strategy Group, the Apprenticeship and Traineeship Strategy Group, the QA Forum, the ETBI/QQI Validation Working Group, the ETBI Assessment Procedures Working Group, the Work Experience Review Group, the IQAVET Forum, the PLSS Advisory Group and the RPL Network amongst others.



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Phort Láirge agus Loch Garman
*Waterford and Wexford
Education and Training Board*