Circular Letter No: 0054/2010

To the Chief Executive Officer of each Vocational Education Committee

Statistical Returns in respect of part-time courses in Vocational Schools/Community Colleges in the 2009/2010 School Year

Forms 10A, 10B, 10C and 10D in respect of part-time courses – 2009/2010

Forms 10A, B, C and D are to be completed in respect of students who attended part-time courses in 2nd level institutions during the school year 2009/2010.

The forms for the 09/10 school year have been made available on the Department’s website (www.education.ie). Part-time enrolment figures from the schools can be returned by email to Statistics section at this address: parttimereturns@education.gov.ie.

A complete Return should also be made in respect of temporary or external centres (if any).

Please note that Community and Comprehensive schools are also being requested to complete returns in respect of part-time courses provided in 2009/2010.

If your Committee provided part-time courses in a Community or Comprehensive School, would you please liaise with the school in question and ensure that the students are entered either on the Statistical Return for your Committee or on the Community/Comprehensive School’s Statistical Return.

In order to avoid double-counting, it is important that, where co-operation arrangements exist between Community/Comprehensive Schools and V.E.C.s, students should not be returned by both the school and your Committee.

If a school did not provide part-time courses during the 2009/2010 school year please notify Statistics Section of this fact at parttimereturns@education.gov.ie

This year, principals are also being asked to answer a question about the local name or names of the school. This is a new question which is being included for this year only, to assist the CSO in compiling information on commuting and school journeys.

It would be appreciated if you would ensure that all Returns are submitted to the Department by the 5 November 2010.

Tom Healy
Senior Statistician
3 September 2010