

Reading and Writing Service (Literacy Office)

We offer a range of courses 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.

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

Call Breda our Adult Literacy Organiser on: 01 803 6238

Day	Time	Class
Monday	9.30am-11am	Internet Skills QQI Level 3
	9.30am-11am	Smartphone
	11am-1pm	English As A Second Language Conversation
	11.30am-1pm	Personal and Interpersonal Awareness QQI Level 3 Develop self-awareness, skills and competencies to interact constructively with people, in different social contexts
	11.30am-1pm	Smartphone Intermediate
	11.30am-1pm 1pm-2.30pm 1.30pm-3pm	Internet Skills QQI Level 3 Smartphone Beginners English As A Second Language for Beginners QQI Level 2 English classes for people with no English leading to a qualification To enrol in ESOL call Breda on 01-8036238
Tuesday	9.30am-11am	Information Technology QQI Level 4
	9.15am-11.15am	Communications QQI Level 3
	11.30am-1pm	Read Write Spell
	11.30am-1pm	Smartphone
	1.30pm-3pm	Gardening
	1.30pm-3.30pm	English As A Second Language QQI Level 2 English classes for people with no English leading to a qualification
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	Computers Beginners QQI Level 3
	11.30am-1pm	Computers Beginners QQI Level 3
	11.30am-1pm	Read Write Spell
	11.30am-1pm	Mathematics QQI Level 3 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
Thursday	9.30am-11am	ESOL Literacy Learn English while learning to read and write
	9.30am-11am	Smartphone
	10am-1pm	One to One Literacy Support Improve your reading, writing and spelling skills with your own tutor
	11.30am-1pm	Word Processing QQI Level 3
	1.30pm-3pm	Smartphone Beginners
	1.30pm-3pm	Computers
1.30pm-3pm	Smartphone Intermediate	
1.30pm-3pm	Internet Skills QQI Level 3	
1.30pm-3.30pm	English As A Second Language for Beginners QQI Level 2 English classes for people with no English leading to a qualification	
1.45pm-4.45pm	English As A Second Language QQI Level 3 English classes for people who already have some simple English and can gain a qualification	
6.45pm-8.45pm	English As A Second Language for Beginners English classes for people with no English	
7pm-8.30pm	Writing QQI Level 2 Improve your writing skills in a group while getting a qualification	
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 CDETB 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

Email: fiona.clarke@aes.cdetb.ie or paul.maguire@aes.cdetb.ie

KLEAR Education Service

KLEAR is a community-based adult education service. 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 44 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.

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 (CDETB), 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@klear.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

Literacy Office

Phone: 01 803 6238

Email: literacy.organiser@klear.ie

Community Employment Service

Phone: 01 867 1040

Email: louiseparsons@klear.com

Website:

klear.ie

Where to find us



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

LIMITED PARKING is available on site for students.



Community Adult Education Centre

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

Courses and Timetable 2024-2025

Enrolment from Monday 2nd September

Doors open at 9.30am daily

Different courses enrol on different days except for

Thursday Art - Enrolment is on 22nd August at 9.30am

See our website Klear.ie for days and times of enrolment

or call 01 8671845

Most courses begin from Monday 16th 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 courses. See bottom of page for more information.

Day	Time	Class
Monday	9.15am-10.45am	Pilates <i>Rachel Carbery</i>
	11.15am-1.15pm	Creative Card Making <i>Aideen Kilbride</i>
	12.15pm-1.45pm	Pilates <i>Rachel Carbery</i>
	1.30pm-3.30pm	Stained Glass <i>Aideen Kilbride</i>
Tuesday	9.30am-11am	Yoga for Beginners <i>Cormac Lennon</i>
	11.30am-1pm	Intermediate Yoga <i>Cormac Lennon</i>
	1.30pm-3pm	Mindfulness <i>Sharon Denver</i>
Wednesday	11.30am-1pm	Chair Yoga <i>Cormac Lennon</i>
Thursday	9.00am-10.30am	Pilates <i>Rachel Carbery</i>
	9.15am-11.15am	Painting and Drawing 1 <i>Lindsey Holland</i>
	11.30am-1.00pm	Painting and Drawing 2 <i>Lindsey Holland</i>
	1.30pm-3pm	Art for Everyone <i>Lindsey Holland</i>
	1.30pm-3.30pm	Baby Massage <i>Niamh Healy</i> €75 for 5 weeks
Friday	1.30pm-3.30pm	Baby Massage <i>Niamh Healy</i> (Subject to demand) €75 for 5 weeks

Long courses

These courses run from September 2024 until May 2025. All courses are free of charge. Courses may change according to demand. You must enrol in KLEAR for these courses. See bottom of page for more information.

Day	Time	Class
Monday	9.30am-11am	Irish Advanced <i>Honor Clynes</i>
Tuesday	9.30am-11am	Current Affairs 1 <i>Sinéad O'Brien</i>
	9.15am-10.45am	Irish Advanced <i>Honor Clynes</i>
	11.30am-1pm	Current Affairs 2 <i>Sinéad O'Brien</i>
	11.30am-1pm	European Art and Artists <i>Rosarii Moran</i>
	11am-12.30pm	Irish Intermediate <i>Honor Clynes</i>
Wednesday	9.30am-11am	Understanding History <i>Sinéad O'Brien</i>
	11.30am-1pm	Irish Intermediate (online on Zoom) <i>Honor Clynes</i>
Thursday	9.30am-11am	Irish Advanced <i>Honor Clynes</i>
	11.30am-1pm	Irish Intermediate <i>Honor Clynes</i>
Friday	9.30am-11am	Understanding the Landscape <i>Ann Farrell</i>
	11.30am-1pm	The Arctic: Past, Present and Future – A Geographer's View <i>Ann Farrell</i>
	10.30am-12 noon	English Literature and Culture 1 <i>Rosarii Moran</i>
	12.30pm-2pm	English Literature and Culture 2 <i>Rosarii Moran</i>

A few words about our courses



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.

Stained Glass

Learn how to cut glass and solder in this course. We cover the copper foil technique making light catchers, mirrors, lampshades etc. Some material are provided, but students will be advised as to what materials they will need. Everyone works at their own pace.

English Literature and Culture

Explore the interesting lives and experiences of our many famous writers through plays, novels and poetry. We will also visit some of our cultural museums.

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 investigate the history of art in an 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. Students are encouraged to progress from beginners and improvers through intermediate to advanced level.

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.

About enrolment

- Enrolment week commences in KLEAR on Monday 2nd September. Different courses enrol on different days. See our website for updates: klear.ie
- Enrolment is at KLEAR Adult Education Centre, in person.
- No pre-booking service is available. One ticket per person per course will be in place.
- If you cannot attend during Enrolment Week you can arrange for a friend to book for you, but not a course member.
- If it is your first time attending a course in KLEAR, you must meet the tutor and enrol in person.
- Parking during Enrolment is restricted to people with disabilities.
- CDET courses have no fees this year.
- A 'Learner Detail Form' is required to be completed, usually on the first day of your course. Support will be provided.
- 'KLEAR Enrolment Form' is required to be completed on enrolment day.
- Check start date of courses with your tutor(s) at enrolment.
- 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.

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