



## Circular 0007/2009

### To the Authorities of Primary, Post-Primary and Special Schools

# Graduate Certificate in the Education of Pupils with Autistic Spectrum Disorders (ASD) for teachers working with pupils with ASD in Special Schools, Special Classes or as Resource Teachers in mainstream Primary and Post-Primary Schools – 2009/2010.

#### 1. The Programme 2009-2010

In the school year **2009-2010** a Graduate Certificate in the Education of Pupils with Autistic Spectrum Disorders will be offered in St Patrick's College, Drumcondra, Dublin 9. The Programme will run from September 2009 to early June 2010.

An application form accompanies this Circular for completion by teachers interested and eligible to participate in the programme. Completed application forms should be forwarded to **The Course Director, Special Education Department, St Patrick's College, Drumcondra, Dublin 9** to be received not later than **Friday 27<sup>th</sup> March, 2009**.

Eighteen places are available in the Programme year 2009-2010.

#### 2. Funding

Funding for the programme is provided by the Teacher Education Section of the Department of Education and Science under the National Development Plan 2007 to 2013.

#### 3. Aim and Content

The aim of the programme will be to provide substantial theoretical and practical training for teachers working with pupils who have autistic spectrum disorders. A qualification of Graduate Certificate will be awarded by Dublin City University. Participants will be assessed on the basis of **full** attendance at the programme venue and full participation in the distance elements of the course, completion of selected tasks and written assignments and supervision of their work in school. Further details will be made available to applicants by the Special Education Department of St Patrick's College.

#### 4. Duration and Organisation

The programme is one-year, part-time from September 2009 to June 2010, and consists of 3 modules. The course is delivered through distance learning modes, on-site learning at St. Patrick's College and considers teachers' practical engagement with pupils in schools. The programme is based on participants being released from their schools for three weeks of the academic year.

The programme will include face-to-face tuition, tutorials and visits to observe examples of exemplary practice. The distance element of the course will include engagement with online materials and participation in online lectures and a Discussion Forum.

#### 5. Eligibility

Applicants from Primary and Special Schools should have satisfactorily completed their probationary period.

All applicants must be qualified teachers who hold a position in a sanctioned post concerned with meeting the learning and teaching needs of pupils with autistic spectrum disorders, or will do so in September 2009. In order to participate in the programme, teachers will need access to a computer and preferably have broadband access.

Please note that a teacher must be registered in accordance with Section 31 of the Teaching Council Act, 2001. Please see Department of Education & Science Circulars: 0016/2008.

#### 6. Applications and Selection

Normally, applications will be accepted from not more than one teacher per school who meets the requirements outlined in **this** Circular.

Applicants should apply directly to the Special Education Department of St. Patrick's College.

#### **Important**

Eligible teachers nominated by their school authorities who wish to be considered for admission to the **Graduate Certificate Programme** should send their applications to **The Course Director, Special Education Department, St. Patrick's College, Drumcondra, Dublin 9** to be received not later than **27<sup>th</sup> March 2009**. **Phone: (01) 8842031. Fax (01) 8842294.**

**E-mail address: [SpEd.Dept@spd.dcu.ie](mailto:SpEd.Dept@spd.dcu.ie)**

#### 7. Fees and Expenses for these Programmes

No fee or registration charges will apply for applicants eligible under the terms of this Circular.

Travelling expenses and subsistence allowances for these programmes will be paid to eligible participants in accordance with Teacher Education Section rates and are subject to particular arrangements/annual review.

#### 8. Extra Personal Vacation

No extra personal vacation will be allowed in respect of participation in this Course.

#### 9. Substitution

Substitution will be allowed while teachers are in attendance at the Programme venue.

Alan Wall  
Principal Officer

February 2009

[Download Application Form](#) (File Format Word 65KB)

Circular 0007/2009

**Graduate Certificate in the Education of Pupils with Autistic Spectrum Disorders (ASD) – 2009-2010**

**Application form**

Please complete and return to: The Course Director, Special Education Department, St. Patrick's College, Drumcondra, Dublin 9 by 27<sup>th</sup> March 2009.

Phone: (01) 8842031; Fax: (01) 8842294.  
E-mail address: SpEd.Dept@spd.dcu.ie

**1. Personal Details**

Name: \_\_\_\_\_ School: \_\_\_\_\_

Home Address: \_\_\_\_\_ School Address: \_\_\_\_\_

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Home Ph: \_\_\_\_\_ School Roll No: \_\_\_\_\_

Mobile: \_\_\_\_\_ School Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

School e-mail: \_\_\_\_\_ Principal: \_\_\_\_\_

Teacher No: \_\_\_\_\_ Year of Probation: \_\_\_\_\_

**2. Current Teaching Position**

**2 (a)** Please tick which of the following best describes your current Employment Status:

Contract of Indefinite Duration (CID)

Fixed Term Contract

Permanent

Other, please specify: \_\_\_\_\_

If employed in a Part Time capacity, for how many hours are you employed? \_\_\_\_\_

Registered teacher with the Teaching Council: YES \_\_\_\_\_ NO \_\_\_\_\_

**2 (b)** Please tick which of the following best describes the teaching position you will hold in 2009/2010:

- Class Teacher in a Special School
- Special Class (ASD) Teacher in a Special School
- Subject teacher in a Special school   
Specify which subject: \_\_\_\_\_
- Principal of a Special School
- Resource Teacher for pupils with Special Educational Needs in a Mainstream Primary School
- Learning Support Teacher in a Mainstream Primary school   
Please state number of schools \_\_\_\_\_
- Learning Support/Resource Teacher in a Mainstream Primary school
- Special Class Teacher in a Mainstream Primary school
- Special Class (ASD) Teacher in a Mainstream Primary school
- Resource Teacher for pupils with Special Educational Needs in a Mainstream Post-Primary School
- Learning Support Teacher in a Mainstream Post-Primary School   
Please state number of schools \_\_\_\_\_
- Learning Support/Resource Teacher in a Mainstream Post-Primary school
- Special Class Teacher in a mainstream Post-Primary school
- Special Class (ASD) Teacher in a Mainstream Post-Primary School
- Other   
Please specify \_\_\_\_\_

**2 (c)** Please state:

- Your total number of years teaching: \_\_\_\_\_
- Number of years teaching pupils with Autistic Spectrum Disorder \_\_\_\_\_
- Number of years teaching in your present school \_\_\_\_\_
- When were you appointed to your present post \_\_\_\_\_  
Date of establishment of this post \_\_\_\_\_
- The number of pupils with SEN whom you are currently teaching in school: \_\_\_\_\_
- The number of pupils with ASD whom you are currently teaching in school \_\_\_\_\_

**2(d)** Please give a brief description of the pupils (stating SEN category/ies) with whom you currently work:

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**2 (e)** For mainstream Post-Primary teachers only:

- Please state number of learning support/resource hours you are allocated in total \_\_\_\_\_
- Please state number of hours which are spent supporting pupils with ASDs \_\_\_\_\_
- Please state subject(s) which you also teach \_\_\_\_\_

**3. Mainstream School only: Range of Support Services**

**3 (a)** Excluding your position, please specify the range of support services currently in your school (state number)

Learning Support Teachers:	_____
Resource Teachers for pupils with SEN	_____
Learning Support/Resource Teachers	_____
Special Class Teachers	_____
Other (please specify)	_____

**3 (b)** Have you previously attended a course (short/Post-Graduate) pertaining to special education? Yes  No

Topic	Date	Duration	Venue
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**4. Previous Teaching Experience**

**4 (a)** Number of years teaching mainstream classes: \_\_\_\_\_

Name and Address of School(s):	Dates:
_____	_____
_____	_____
_____	_____
_____	_____

**4 (b)** Prior to taking up your current teaching position, please state number of years in special schools/ special classes/ resource/ learning support teaching: \_\_\_\_\_

Name and Address of School(s): (Please specify teaching role):	Dates:
_____	_____
_____	_____
_____	_____
_____	_____

**4 (c)** Any other relevant experience in educational settings:

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**5. Professional or other qualifications held**

College, University or other awarding body	Dates of attendance and whether full-time or part-time	Degree or other qualifications obtained/to be obtained	Grade /Class (if any)	Subject(s)	Date of Award

**6. Additional Information**

**6 (a)** Have you previously applied for the Graduate Certificate in the Education of Pupils with ASD? Yes  No

If yes, what year did you apply? \_\_\_\_\_

**6 (b)** Please indicate your reason(s) for seeking a place on this in-service programme

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**6 (c)** Any other information that you feel may help in assessing your application for this programme

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**6 (d)** Please indicate your ICT skills:

Beginner

Competent

Advanced

Any other information relevant to your ICT skills:

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7. **Name, address and roll numbers of all the schools in which you teach, where applicable**

School Name

School Address

School Roll Number

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8. **To be completed by Applicant**

I have read the description of the in-service programme as set out in Circular 0000/2009 and I agree to attend, in full, the Course for which I am making application and to fulfil the necessary conditions of such participation.

SIGNED: \_\_\_\_\_

Date: \_\_\_\_\_

9. **To be completed by the School Authorities**

I confirm that the information in this application form is correct and, if the above named teacher is given a place on the **Graduate Certificate in the Education of Pupils with Autistic Spectrum Disorders (ASD)** that the Board of Management agrees to release him/her to attend the programme. I undertake to ensure that the required substitution will be put in place in a timely manner and I agree that I will not request the teacher to attend any school event for any reason for the duration of the block release.

I nominate \_\_\_\_\_ to attend this Certificate programme and I confirm that the applicant for this course is a registered teacher in accordance with Section 31 of the Teaching Council Act, 2001.

SIGNED: \_\_\_\_\_

Date: \_\_\_\_\_

(Principal)

COUNTER-SIGNED: \_\_\_\_\_

Date: \_\_\_\_\_

(Chairperson, Board of Management)

**Please return completed form to The Course Director, Special Education Department, St. Patrick's College, Drumcondra, Dublin 9. Closing date for applications is 5pm 27<sup>th</sup> March 2009**

**Thank you for your cooperation in completing this application form.**