

24th October 2016

Dear Parent/Guardian

The Leaving Certificate class are being given the opportunity to attend the **Tralee Institute of Technology Open Day** on Friday 11th November. The bus will leave Desmond College at 9am and return at 3.30pm.

The Institute offers a multitude of Level 6, 7 and 8 (NFQ) courses that may be of interest to your son/daughter. It has proven a popular choice amongst students in the West Limerick area in recent years.

At this stage of the year students should have started their application to the CAO and it is important that they avail of every opportunity to access information about their future careers and realise the work that is required to obtain their 3rd Level choices. However only interested pupils should attend the Trip and all other pupils should attend school as normal.

We would also like to Flag at this stage that there is a Parents Information Evening on Monday November 14th at 8pm. There will be a presentation with regard to the options for students after their Leaving Certificate, as well as information on the applications procedures. It is important that parents attend this information evening to enable them to fully support and provide guidance to the Leaving Certificate student.

Prior to this, on the same evening at 7pm there is a STUDY SKILLS presentation. This will give parents useful and practical advice on how to support their teen to study. This presentation is open to all parents in the school.

Please sign the consent form below of the Tralee Institute of Technology Open Day and include €10 for the cost of the trip.

Thanking you

K. Collins (Career and Guidance Counsellor)

V. Gavin Barry (Principal)

Re : Tralee Institute of Technology Open Day

I give consent for _____ (pupil name) to attend the Tralee Institute of Technology Open Day on November 11th. I include €10 towards the cost of the trip.

Signed : _____