

# ANNUAL REPORT

## 2020



aspects of the Programme within the following subject areas: Science, Materials Technology (Wood), Metalwork, Home Economics, Physical Education, Technology, Construction Studies, Engineering and Careers Education.

Since the publication of Irish versions of the *Choose Safety* materials in September 2014, there has been continuing growth of interest and involvement among Gaelcholáistí, with 73% of these schools involved this year.

Since September 2014, all schools have been invited to award Digital Badges to record and reward students' completion of each Unit of the Programme on an incremental basis. Students are awarded Digital Badges directly to their email address. The system provides motivation for students to complete the units and it provides statistics on Units of the Programme completed by students. Digital Badges can be displayed on social media, online CVs and other online networks. Once a badge is clicked on, it opens to list details of the skills learned.

In the 2019—20 school year, 48 schools registered for Digital Badges with <https://www.hsa.ie/eng/> and 1,375 Digital Badges were awarded.

Sincere thanks to all who assist in the delivery of this Programme.

*Jim O' Leary,*  
Choose Safety Programme Co-Ordinator Liaison



## **THE HEALTH AND SAFETY AUTHORITY CHOOSE SAFETY PROGRAMME 2019—20**

This Report is written on the basis that it represents the progress of the *Choose Safety* Programme during the school year September 2019 to August 2020.

The *Choose Safety* Programme, in conjunction with The Health and Safety Authority, is co-ordinated nationally by Kilkenny Education Centre and supported by *Choose Safety* local Co-Ordinators from all of the 21 full-time Education Centres.

A number of key personnel support the Programme in Kilkenny Education Centre. Mr. Jim O’ Leary acts as a link between the local Co-Ordinators, Kilkenny Education Centre and the HSA. His role is focused on ensuring quality of service to schools among local Co-Ordinators and on report writing. Mary Clarke, Education Officer, HSA Projects, diligently and effectively supports the management of all aspects of the Programme. Great credit is due to Mary and to Honorah Rochford, the Administrator, who supports the *Choose Safety* Programme, for their dedication and commitment to the success of the Programme.

The *Choose Safety* local Co-Ordinator for our Centre is Mr. Frank McKenna. Frank has had great success with his promotion of the Programme in our catchment schools, with over 77% of them using the Programme in Senior Cycle during the current school year, 2020-21.

Despite the difficulties presented by COVID-19 restrictions and school closures since March 2020, we in Kilkenny Education Centre and local *Choose Safety* Co-Ordinators have continued to promote the Programme. As a result, 62% of second-level schools were using the *Choose Safety* Programme during the 2019—20 school year. The total number of institutions (schools and non-traditional centres) involved in the *Choose Safety* Programme over the last nine school years is as follows:

<b>2011—12:</b>	388
<b>2012—13:</b>	416
<b>2013—14:</b>	551
<b>2014—15:</b>	573
<b>2015—16:</b>	560
<b>2016—17:</b>	600
<b>2017—18:</b>	647
<b>2018—19:</b>	608
<b>2019—20:</b>	624

Continuing success has been achieved this year in increasing the engagement with the Programme in non-traditional Post Primary education institutions. This year, 167 such institutions used the Programme, including Centres of Further Education (FE Colleges), Post Leaving Certificate Colleges (PLC’s), Youthreach Centres and a number of education centres in prisons and other settings.

Co-Ordinators continue to report a growing variety in the ways in which teachers make use of the *Choose Safety* Programme materials. While initially most schools attempted to timetable a specific weekly slot in the Transition Year schedule to be used exclusively on the *Choose Safety* Programme, now it appears that teachers are more likely to ‘dip-in’ to the book and online resources as part of their own subject. The range of subject areas adopting this approach has grown considerably. Local Co-Ordinators have reported the use of

### **VISION**

The Management Committee and Staff of Kilkenny Education Centre envisage an open and innovative Centre, which inspires and supports teaching and learning in the educational community.

### **MISSION**

Kilkenny Education Centre seeks to realise its vision by facilitating the sharing of ideas and the communication of knowledge with the learning community through the on-going provision and development of services and resources.

## TABLE OF CONTENTS

### SECTION 1

Agenda 2020 AGM		<b>6</b>
Minutes 2019 AGM		<b>7</b>
Chairperson’s Report	<i>Eithne McKenna</i>	<b>9</b>
Director’s Report	<i>John O’ Sullivan</i>	<b>10</b>
Treasurer’s Report	<i>Tom Percy</i>	<b>21</b>
Management Committee’s Report and Consolidated Financial Statements for the Financial Year Ended 31 December 2020		<b>22</b>

### SECTION 2

Kilkenny Education Centre Personnel — Management Committee and Centre Staff		<b>61</b>
Centre Data		<b>62</b>

### REPORTS

Reading Recovery — Ellen Quaid, Sinéad O’ Keeffe and Rosie Hogan		<b>64</b>
The Health and Safety Authority (HSA) <i>Choose Safety</i> Programme — Jim O’ Leary		<b>66</b>

schools trained in the last twelve years have taken on Guided Reading. This is a spin-off from Reading Recovery which helps schools put the strategies of Reading Recovery in place in a class setting. This is proving to be very successful with schools reporting improvements in Literacy as a whole

In June all Kilkenny data was collated and the Centre achieved a success rate of **79.7%**. This is a percentage of the completed programmes. This is in line with national norms. 25 children were referred for further longer term support.

Outcome	All Programmes		Completed Programmes	
	Number	Percent	Number	Percent
Accelerated progress (Discontinued)	98	34	98	79.7
Progress (Referred)	25	8.7	25	20.3
Incomplete	10	3.5	N/A	N/A
Left	5	1.7	N/A	N/A
Interrupted due to COVID-19	150	52.1	N/A	N/A
<b>Total</b>	<b>288</b>	<b>100</b>	<b>123</b>	<b>100</b>

Children selected for Reading Recovery are the lowest achieving in their class in literacy. The programme is discontinued when children are judged to have an efficient reading and writing process in place and to be operating within the average band for their class and age. Children who do not achieve the accelerated progress required for the programme to be discontinued are referred back to the school for longer-term support.

*Ellen Quaid,  
Reading Recovery Teacher Leader*

*Sinéad O’ Keeffe,  
Reading Recovery Teacher Leader*

*Rosie Hogan,  
PDST Associate*



## READING RECOVERY REPORT 2019—20

Reading Recovery is now in its thirteenth year working out of Kilkenny Education Centre.

Reading Recovery is a short-term intervention for children who have the lowest achievement in literacy learning in their first years at school. Children are taught individually by a specially trained teacher for 30 minutes each day for an average of 12—20 weeks. The goal is for children to develop effective reading and writing strategies in order to work within an average range of classroom performance.

At present in Kilkenny Education Centre there are **53** teachers involved in Reading Recovery. 13 of these are teachers in training and the others were trained in the last twelve years. There are 39 schools involved in the programme. These schools are situated in Kilkenny, Waterford, Wexford, Offaly, Tipperary, Kildare, Laois and Carlow. There were three Teacher Leaders (1 in training) working at Kilkenny. Teachers Leaders teach two children.

Most teachers being trained in Reading Recovery are either holding Learning Support or Resource Teaching positions and no substitution is given by DES for the course.

Each IPD Reading Recovery teacher has four children at any one time on the programme. The Teacher Leader is also providing the programme to two children. In total Kilkenny has **approximately 288** children receiving Reading Recovery at present. The proportion of EAL (English as an Additional Language) children on the programme is **16.3%**. The percentage of children who are in special groups, such as children in care, travellers or asylum seekers/refugees is **3.1%**. **98** children have been successfully discontinued since September i.e. they have been brought up to age appropriate levels (e.g. going from a reading age of five years four months to six years four months in **12 to 20** weeks). Due to the school closures in March 2019, **52.1%** of Reading Recovery programmes were incomplete and recorded as **Interrupted due to COVID**.

In the last year Kilkenny Education Centre has facilitated:

- 14** In-service Training Sessions
- 4** Assessment Training Sessions
- 21** Continuing Professional Development Days
- 1** Information Meeting for Principals (via Zoom)
- 1** Link Teacher Training Day

Each IPD teacher has taught behind the two way screen at least once. Most CPD teachers have taught behind the screen on one occasion.

In addition to training the Reading Recovery Teachers, each school had a Link Teacher trained. This is to ensure that when children complete the programme they are re-tested by an impartial professional. This ensures validity of results obtained.

Next year it is hoped that another 12 teachers will be trained along with monitoring closely the other Reading Recovery teachers that have completed training.

The success of a programme can also be determined by the effect it has on a school as a whole. Many of the

## ***SECTION 1***

## **AGENDA 2020 AGM**

Welcome

1. Minutes 2019 AGM
2. Chairperson's Report
3. Director's Report
4. Treasurer's Report
5. Management Committee's Report and Consolidated Financial Statements for the Financial Year Ended 31 December 2020
6. Election of Management Committee 2021-22
7. AOB



***REPORTS***

**CENTRE OPENING DAYS**

The Centre was open for the following number of days from 1<sup>st</sup> January to 31<sup>st</sup> December 2020:

MONTH	DAYS OPEN
January	25
February	24
March	22
April	19
May	20
June	21
July	13
August	16
September	22
October	20
November	21
December	16

**CENTRE OPENING HOURS**

Monday — Thursday	8.30a.m. — 5.30p.m.
Friday	8.30a.m. — 5.00p.m.
Late opening Monday — Thursday (when evening courses are running)	5.30p.m. — 10.00p.m.
Open on weekends by arrangement.	

**Present:** John O’ Sullivan, Carmel Smith, Gemma Ní Bhróin, Ann Marie Bergin, Liselott Olofsson, Tony Knox, Margaret Walsh, Martha Woodcock, Madailín Mhic Lochlainn, Tom Percy, Paul Behan, Peter Madden, Diarmuid Creedon, Jo Doyle, Mary Clarke, Trish Maher, Monica Skehan, Brendan Kelly, Honorah Rochford, Liz Hurley, Noel Prendergast and Eithne McKenna.

**Minutes:** Minutes of 2019 AGM were taken as read — no matters arising. Minutes proposed by Carmel Smith and seconded by Gemma Ní Bhróin.

**Chairperson’s Address:** In her address, the Chairperson eluded to the unusual circumstances of it being almost 17 months since last AGM — unprecedented. 2019 was a very successful year in terms of engagement with education community, uptake in courses and general footfall within the Centre. Obviously that all changed in the first part of 2020. We are facing lots of challenges where we have to do things in different ways and be a lot more creative going forward. She thanked staff for rowing in behind John and the Management Committee and facing lots of new changes in a relatively short timeframe. Even though the future might seem bleak we must stay optimistic for the future. She mentioned the links with TES and ESCI through her involvement in on a number of working groups. She thanked departing members — Liselott, Carmel, Tony and Madailín — whose contributions, wisdom, and support is greatly appreciated. She welcomed new Director John O’ Sullivan and new Committee members.

**Director’s Report:** In his address, the Director outlined some statistics, partnerships and projects demonstrating a successful and busy 2019 in Kilkenny Education Centre. Though there are massive challenges ahead he felt that the Centre was well placed to thrive. We need to manage our response and review plans as normal income streams diminish in order to stay viable. Developing new partnerships, supporting Parents/Guardians and promoting the Centre as a safe and suitable venue are some of the ways we can progress. Finally, John thanked our partner Education Centres, tutors, co-ordinators, staff, Management Committee and officers for their ongoing support.

*Full Director’s Report in Annual Report 2019.*

**Treasurer’s Report:** Presented by Tom Percy. Even after a busy 2019, Tom noted that income had decreased by 1%. Our grant from TES was reduced by approx. €16,500 while expenditure went up by 6% due mainly to salary increases and extra catering expenses. Despite tough times ahead, Tom expressed optimism and thanked the staff, in particular Liz Hurley, for her professionalism.

*Full Financial Report in Annual Report 2019.*

Financial Report proposed by Madailín Mhic Lochlainn and seconded by Margaret Walsh.

**Elections to Management Committee 2020/2021:**

Member Elected	Proposed by	Seconded by
Eithne McKenna	Automatically returned	Automatically returned
Paul Behan	Madailín Mhic Lochlainn	Ann Marie Bergin
Tom Percy	Tony Knox	Gemma Ní Bhróin

## KILKENNY EDUCATION CENTRE PERSONNEL

<i>Member Elected</i>	<i>Proposed by</i>	<i>Seconded by</i>
Ann Marie Bergin	Margaret Walsh	Martha Woodcock
Margaret Walsh	Tom Percy	Paul Behan
Gemma Ní Bhróin	Tony Knox	Madailín Mhic Lochlainn
Martha Woodcock	Carmel Smith	Paul Behan
Peter Madden	Eithne McKenna	Carmel Smith
Gerard Farrelly	Ann Marie Bergin	Gemma Ní Bhróin
Diarmuid Creedon	Martha Woodcock	Ann Marie Bergin
Josephine Doyle	Carmel Smith	Eithne McKenna

As there is one vacancy it was noted that the Committee may co-opt another member in the coming weeks.

**AOB:** On behalf of staff, Trish Maher thanked Carmel, Liselott, Tony and Madailín for their work in the Centre over the past number of years. Eithne thanked John for his recent work in negotiating with TES in the retention of our capital funding.

The Annual General Meeting concluded at 17.55p.m.

### MANAGEMENT COMMITTEE MEMBERS 2020

<b>Primary</b>		<b>Post Primary</b>	
Diarmuid Creedon		Paul Behan	
Josephine Doyle		Ann Marie Bergin	
Gerard Farrelly		Tony Knox	
Peter Madden		Eithne McKenna	<i>Chairperson</i>
Tom Percy	<i>Treasurer</i>	Madailín Mhic Lochlainn	
Carmel Smith		Gemma Ní Bhróin	
Margaret Walsh			
Martha Woodcock	<i>Vice Chairperson</i>		

### ADVISORY GROUPS/SUB-COMMITTEES 2020

<b>Health and Safety Committee:</b>	Director, Brendan Kelly and Mary Clarke
<b>Finance Committee:</b>	Director, Liz Hurley, Eithne McKenna, Tom Percy and Tony Knox
<b>Courses Committee:</b>	Director, Patricia Maher, Liselott Olofsson, Carmel Smith and Tony Knox
<b>PDSTTiE Committee:</b>	Director and Monica Skehan
<b>Audit and Risk Committee:</b>	Director, Eithne McKenna, Tom Percy, Tony Knox and Martha Woodcock

### LIST OF KILKENNY EDUCATION CENTRE POLICIES

1. Centre Constitution and Charter including Role of Management Committee
2. Internal Financial Controls
  - Credit Card Policy
  - Procurement Policy and Procedures
  - Travel and Subsistence Policy and Procedures
  - Reserves Policy
3. Child Protection Policy and Risk Assessment
  - Vetting Policy
4. Health and Safety Statement and Employee Safety Handbook
5. Data Protection Policy and Privacy Notice (GDPR)
6. Conflict of Interest Policy and Procedures
7. Customer Service Charter
  - Complaints Policy and Procedures
8. Protected Disclosures Policy
9. COVID-19 Response Plan

### KILKENNY EDUCATION CENTRE STAFF 2020

John O' Sullivan	Director
Patricia Maher	Office Manager/NIPT/PDST/Local Courses Administrator
Monica Skehan	Receptionist/PDSTTE/Reading Recovery/PDST/Projects
Brendan Kelly	Caretaker/Housekeeper
Honorah Rochford	Projects/HSA/PDST Administrator
Liz Hurley	Accountant
Mary Clarke	Education Officer, Health and Safety Authority
Kay Gibbons	Housekeeper
Noel Prendergast	Caretaker
Brendan Dowling	Caretaker (Saturdays)

## CHAIRPERSON'S REPORT

“Relinquish your attachment to the known, step into the unknown and you will step into the field of all possibilities” — Deepak Chopra

A warm welcome to Kilkenny Education Centre AGM 2021. The above quote certainly captures the landscape of the past year. We all have been challenged to change and adapt as we navigated a very different education space. Despite these challenges I am happy to say we have continued to deliver on the proud tradition of excellence that has become expected from Kilkenny Education Centre. If education is a passport to the future, Kilkenny Education Centre has played an important part in ensuring accessibility for all during a time of limitation and lockdown.

Malala Yousafzai once said “They cannot stop me. I will get my education, if it is in the home, school or anyplace”. We have shown ourselves to be one of those “anyplaces” with our response to the on-going needs of teachers, Managements, Parents/Guardians and wider school communities. The support of ESCI and the whole Education Centre network has to be acknowledged. Although we are all independent with different local needs, there has been a collective response and a collegiality displayed which has ultimately strengthened us all. We have all experienced a huge sharing of resources and a creation of expanded opportunities for accessibility of online courses/webinars.

As we face into the coming year there is a feeling of renewed hope and positivity but we cannot escape the fallout of the past 15 months. There are difficult times ahead and challenging decisions for our Centre but through it all we will endeavour to keep Kilkenny Education Centre alive and relevant in providing continuing professional development and support for teachers and the wider education community.

A word of thanks to our great Management Committee for their ongoing engagement and support online throughout the year. It has been so important to keep meeting, talking and making decisions together with the ever-changing and uncertain environment. We are delighted to welcome Deborah Hogan back on the Committee and send good wishes to Ann Marie on the recent birth of baby Alanna. Sadly for many people this has been a time of loss, and we especially remember Martha’s sister Kathleen and Tricia’s brother-in-law Ray who died in recent weeks.

At the heart of Kilkenny Education Centre is the commitment and hard work of all who work here. I would like to acknowledge the dedication and vision of our Director, John O’ Sullivan, assisted by Patricia Maher, Honorah Rochford, Monica Skehan, Liz Hurley, Mary Clarke and Brendan Kelly. Unfortunately we had to bid farewell to Kay Gibbons, Noel Prendergast and Brendan Dowling for now — their work in Kilkenny Education Centre will always be appreciated.

*With every good wish,  
Eithne McKenna  
Chairperson  
Kilkenny Education Centre*

## SECTION 2

## DIRECTOR'S REPORT

A chairde,  
Cuirim fáilte romhaibh ar fad tráthnóna chuig an gcuinniú cinn bhliana don Ionad Oideachais anseo i gCill Chainnigh.

I dtús báire, ba mhaith liom mo bhuíochas a ghabháil leis na daoine seo a leanas as an tacaíocht leanúnach a thug siad dom mar stiúrthóir ar an Ionad Oideachais ó thosaigh mé sa phost seo – Eithne McKenna, (Cathaoirleach), Martha Woodcock (Leaschathaoirleach), Tom Percy (Sparánaí).

Gabhaim buíochas freisin leis an gCoiste Bainistíochta dá dtacaíocht agus dá léargas.

Our voluntary Management Committee is vital to the work of Kilkenny Education Centre. Members give very generously of their time and expertise ensuring the Centre is managed in line with good governance and best practice at every level. Their commitment to the Education Centre and education is tremendous and ensures the continued delivery of services through our Centre at the highest level.

The Management Committee and ARC Committee met regularly throughout the year. These Committees assume full accountability for the services that Kilkenny Education Centre provides. I am extremely grateful to each member for their support, guidance, and advice to me as Director and for their commitment to Kilkenny Education Centre.

As outlined in our Constitution, the purpose of the Annual General Meeting is to report on the work of the Centre, to ratify our financial accounts and elect a Committee to manage the Centre for the forthcoming year.

In spite of the challenges presented by the COVID-19 global pandemic, 2020 was a productive year for Kilkenny Education Centre and this report gives an overview of the various initiatives, programmes and areas of professional development in which the Education Centre was involved.

This range of projects, initiatives and professional development was provided in response to the self-identified needs of our school community in Carlow, Kilkenny and East Tipperary; the range also aligned to the priorities of the DES Action Plan for Education 2020.

The tremendously positive feedback from the courses provided by the Education Centre is very affirming of both the quality of our courses, the professionalism and knowledge of our tutors, and in, particular of the welcome and support of our staff.

Kilkenny Education Centre is very fortunate to have such professional, courteous and welcoming staff, ensuring that the Centre is welcoming, vibrant and a real hub of learning for the educational community in Kilkenny and further afield.

I commend you all (Trish, Monica, Honorah, Liz, Mary, Brendan, Kay, Noel and Brendan) on your professionalism, commitment and the highly efficient manner in which you approach your work and all who come into Kilkenny Education Centre.

You are highly respected and regarded by all who spend time in, and interact with, our Centre and continue to enhance the relationship of Kilkenny Education Centre with the wider educational community.

Kilkenny Education Centre also works in close partnership with a range of professional advisory services for teachers and other members of the education community; these include the Professional Development Service for Teachers (PDST), Junior Cycle for Teachers (JCT), the National Induction Programme for Teachers (NIPT), National Educational Psychological Service (NEPS) and the National Council for Special Education (NCSE).

## Disclosure notes

- p.25 Surplus figure is €2,701  
Last paragraph should read, "We retain an annual income from rent and external room hire which is reinvested into projects for schools and teachers."
- p.30 Paragraph 1, delete "which incorporates the activities of Tipperary Education Centre"
- p.34 Core €91,757 is a reduction on 2019  
Local Courses is a reduction on 2019  
Other Programme Income is a reduction on 2019  
Other Income is an Increase on 2019
- p. 35 External training course providers is a reduction on the 2019 figure.  
Stationery Printing and postage was an increase  
Gifts/donations, were purchased for four Management Committee Members who left the Committee following an accumulated total of decades of voluntary service.  
The total combined cost was €341.85.  
Staff received gifts at Christmas 2020, the total cost of the 9 gifts was €927.36
- p. 48 Catering costs reimbursed, this is charging other Centres or third parties for lunches/teas/coffees for courses held by the Centre. This is down on prior year due to Covid-19
- p. 54 Re: the Bank Account *Ulster Bank Information Communications Account* (€90,519) a capital project will need to be agreed by the DES in order for the Centre to retain those funds

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**22. Charitable status and registration details**

The Centre is not a registered charity under the Charities Act 2009 and has not been granted charitable tax exemption status by the Revenue Commissioners

**23. IAASA Ethical Standard – Provisions Available for Audits of Small Entities**

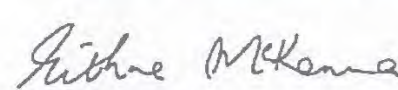
In common with many other entities of our size and nature we use our auditors to assist us with the preparation of the financial statements.

**24. Comparatives**

Comparatives have been reclassified to conform with current year presentation.

**25. Approval of the Financial Statements**

The financial statements were approved and authorised for issue by the Management Committee:



**Eithne McKenna**  
Management Committee  
Date:



**Tom Percy**  
Management Committee  
Date:



**John O' Sullivan**  
Director  
Date:

The Centre is key to the delivery and the organisation of the roll-out of the new Primary Language Curriculum and Junior Cycle for Teachers in our catchment area.

We are delighted to have the responsibility for the administration of the Health and Safety Authority's *Choose Safety* Programme in Post Primary schools, Colleges of Further Education, Youthreach centres and other institutions, and the *Keep Safe* Programme in Primary schools nationally.

I wish to acknowledge my appreciation for the contribution of the Health and Safety Authority, to Honorah, Mary and Jim O' Leary, the national Co-Ordinator and to all the Co-Ordinators and teachers who facilitate the programmes right across the country.

Kilkenny Education Centre and the HSA work collaboratively to respond to and to provide excellent programmes which meet ongoing needs of teachers and school leaders.

The COV ID-19 pandemic has meant rapid changes in society and introduced new challenges in the way we work and learn. It is important to highlight that every challenge in life brings with it an opportunity.

Kilkenny Education Centre adapted to the crisis in a very professional manner, ensuring our school community was supported throughout this difficult time.

Online webinars continue to be delivered and organised across a vast range of areas and the Education Centre network, in conjunction with Education Support Centres Ireland (ESCI), works closely together to deliver professional supports to all. I envisage that online CPD will contribute to a significant proportion of CPD opportunities offered by the Kilkenny Education Centre in the future.

Kilkenny Education Centre has built a strong reputation for the excellent service it delivers through its highly dedicated and professional staff.

Together, in partnership with the DES, ESCI and the numerous organisations highlighted in the AGM Report, we will continue to build on this reputation and strive to further instil a passion for learning.

I expect that Kilkenny Education Centre will go from strength to strength as we look forward to continued support from the education community in Kilkenny, Carlow, Tipperary and beyond.

We will continue to strive to meet locally identified education needs, in addition to progressing national priorities of the Department of Education and Skills.

*Le gach dea-ghuí,*  
*John O' Sullivan,*  
*Director,*  
*Kilkenny Education Centre*

## REPORT ON CENTRE ACTIVITIES 2020

### NATIONAL PROGRAMMES

The principal activity of Kilkenny Education Centre is to organise the local delivery of national programmes of teacher professional development on behalf of the Department of Education and Skills. In 2020, we collaborated with PDST, JCT and NIPT to deliver both mandatory and elective continuous professional development opportunities to teachers in our catchment area.

In Spring 2020, PDST continued the rollout of the Primary Language Curriculum/Curaclam Teanga na Bunscoile, the three-year phased professional learning support programme, which includes sustained school support. Seminars focused on the implementation of the full PLC/CTB from Junior Infants to Sixth Class and explored effective methodologies in the teaching and learning of language. In the Kilkenny Education Centre catchment area, **197** teachers from **23** Primary schools attended seminars in Spring 2020.

The organisation of JCT Clusters for Post Primary schools was a great success again this year with five school Clusters organised by Kilkenny Education Centre. Our Post Primary schools were very supportive in providing their schools as host venues for the Clusters. Host schools are required to provide a classroom for each subject hosted, catering and car parking. In our catchment area, **five** Post Primary schools and **261** teachers were invited to attend JCT Clusters in Spring 2020.

We also facilitated a number of other national and regional organisations to deliver CPD, including NEPS. Our collaboration with all organisations leads to beneficial opportunities for our teachers.

Kilkenny Education Centre is proud to host Reading Recovery for the South East Region. Reading Recovery Teacher Leaders, Ellen Quaid and Sinéad O' Keeffe, who are wonderful assets to the participating teachers and to the Centre, present their Report separately.

### LOCAL PROGRAMMES

Kilkenny Education Centre organises a varied local programme of activities for teachers, school management and Parents/Guardians, in response to demand. The tables below set out the Local Courses delivered to address the National Priorities provided for in our Service Plan 2020.

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Leadership</b>	<b>Series of Workshops</b>			
P	Kilkenny IPPN County Network	Q1	13	2
PP	Deputy Principal Support Workshop	Q1	9	2
PP	Middle Management Training	Q1	12	2
PP	Middle Management Training	Q1	12	2
PP	Middle Management Training	Q1	11	2
P/PP	Re-Opening the School – A Danish School Leader's Experience Webinar	Q2	49	1
P/PP	Embracing Middle Management Roles Webinar Series	Q4	10	2
P/PP	Embracing Middle Management Roles Webinar Series	Q4	13	2
P/PP	Embracing Middle Management Roles Webinar Series	Q4	12	2

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Assessment</b>	<b>Series of Workshops</b>			
P	TEST2r Training	Q1	16	3
P	TEST2r Information Session Webinar	Q4	11	2
PP	JCT Subject Learning and Assessment Review (SLAR) Online Workshop	Q4	21	1.5

### KILKENNY EDUCATION CENTRE NOTES TO THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

#### 18. Related Party Transactions and Controlling Party

##### Controlling Party

The Centre's ultimate controlling party is the Department of Education.

##### Key Management Personnel Compensation and Other Transactions

The Centre's key management personnel consists of the Director and the members of the Management Committee. Details of transactions with the Director and members of the Management Committee are set out in note 8 to the financial statements.

##### Other Related Party Transactions

The Centre has availed of the exemption in FRS 102: Related Party Disclosures (section 33) from the requirement to disclose details of transactions with other education centres wholly under the control of the Department of Education.

There were no other transactions with related parties during the financial year ended 31 December 2020 that are required to be disclosed in the financial statements.

#### 19. Contingencies

During the financial year, the Centre applied for and received funding under two Covid-19 government subsidies (the Temporary Wage Subsidy Scheme 'TWSS' and the Employment Wage Subsidy Scheme 'EWSS'). The Office of the Revenue Commissioners operated both schemes on a 'self-assessment' basis for employees / employers impacted by the Covid-19 pandemic. Both subsidies are subject to routine eligibility checks by the Office of the Revenue Commissioners and in this regard the Office of the Revenue Commissioners has now sought information from the Centre to prove its eligibility for the subsidies. Should the Office of the Revenue Commissioners conclude that the Centre was ineligible for either subsidy scheme the Centre will be required to repay all ineligible amounts claimed. At the date of signing these financial statements, these eligibility checks are ongoing. Therefore, the existence of any liability, while possible, remains uncertain, along with the timing of same and the amount of any potential repayment. Consequently, no provision has been made in these financial statements for any amount that may become repayable by the Centre to the Office of the Revenue Commissioners.

#### 20. Capital Commitments

The Centre had no capital commitments at 31 December 2020 (31 December 2019: Nil).

#### 21. Post Balance Sheet Events

There have been no events since the end of the financial year that require disclosure in the financial statements.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**16. Reserves**

	2020 €	2019 €
Opening reserves	947,734	955,991
Surplus / (Deficit) for year	2,701	(8,257)
Closing reserves	950,435	947,734

**17. Financial Instruments**

	2020 €	2019 €
<b>Financial assets measured at amortised cost</b>		
Trade debtors	1,682	41,489
Other debtors	1,033	-
Cash at bank and in hand	389,072	286,500
<b>Financial liabilities measured at amortised cost</b>		
Trade creditors	4,976	29,488
Other creditors	180,849	135,309

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Literacy</b>	<b>Series of Literacy Workshops</b>			
P/PP	Teacher as Writer	Q1	10	2
P/PP	Reading Group	Q1	5	1.5
P/PP	Teacher as Writer	Q1	7	2
P	Guided Reading	Q1	45	2
P/PP	Reading Group	Q1	5	1.5
P/PP	Renaissance Learning <i>myON</i> Webinar	Q2	17	1
P	Creating Rich Literacy Experiences for Junior Infants to First Class	Q2	5	1
P	Supporting Literacy Acquisition Webinar	Q2	59	1
P/PP	Teacher as Writer	Q2	8	1.5
P/PP	Reading Group	Q2	7	1.5
P/PP	Reading Group	Q3	5	1.5
P	<i>Spellings for Me</i> Programme Information Session Webinar	Q4	28	2
P	Guided Reading Webinar	Q4	22	2
P/PP	Reading Group	Q4	6	1.5
P	NEPS The Balanced Approach to Literacy Development in the Early Years Webinar Series	Q4	10	1.5
P	Literacy Lift Off Webinar Series	Q4	33	1
P	NEPS The Balanced Approach to Literacy Development in the Early Years Webinar Series	Q4	8	1.5
P	Literacy Lift Off Webinar Series	Q4	31	1
P/PP	NEPS Words their Way (Spelling Programme) Webinar	Q4	39	1
P	Literacy Lift Off Webinar Series	Q4	28	1
P/PP	Reading Group	Q4	6	1.5
P/PP	NEPS Effective Interventions for Struggling Readers Webinar Series	Q4	102	1.5
P/PP	NEPS Effective Interventions for Struggling Readers Webinar Series	Q4	37	1.5
P/PP	Reading Group	Q4	4	1.5

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Interview Preparation</b>				
P/PP	Interview Preparation for Primary and Post Primary Teachers	Q1	23	2
P/PP	Conducting Quality Online Interviews in the Education Sector	Q2	26	1
P/PP	Conducting Quality Online Interviews in the Education Sector	Q2	29	1

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Early Childhood and Aistear</b>	<b>Series of Workshops</b>			
P	Playful Learning in the Infant Classroom During COVID Webinar	Q4	6	1

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Wellbeing</b>	<b>Series of Workshops</b>			
P/PP	Personal Development Workshop for Primary and Post Primary Teachers and School Leaders	Q1	7	2
P	HSE Minding Your Wellbeing	Q1	17	6
P	HSE Wellbeing Learning and Sharing	Q1	16	2
P/PP	Achieving Work-Life Integration While Working From Home and Crafting the Life You Want	Q2	5	1
P/PP	Effective Communication and the Leader's Role in Staff Resilience During COVID-19	Q2	26	1
P/PP	Communication for an Evolving Workplace for School Management Webinar	Q2	8	1
P/PP	Transition from Primary to Secondary School Webinar	Q2	15	1
P	Preparing for Successful Transitions (Primary to Secondary) Webinar	Q2	13	1
P/PP	Transition from Primary to Secondary School - Practical Tips to Ease the Process Webinar	Q2	29	1
P/PP	Time and Space for You! Webinar	Q2	12	1.5
P	Leadership, Wellbeing and Engagement for School Management Webinar	Q2	17	1
P/PP	SNA Wellbeing - Unwinding After a Stressful Year	Q2	16	1
P/PP	School Secretaries - Prioritising Wellbeing and Practicing Self-Care	Q2	4	1
P/PP	Epilepsy Awareness Information Session for Teachers and SNAs	Q4	14	1.5
P/PP	Health and Wellbeing of Very High Risk (VHR) Students Webinar	Q4	24	1
P/PP	Leadership, Wellbeing and Engagement Webinar	Q4	29	1
P/PP	ESCI Wellness Series for Educators - Ignite Your Light - Minding Ourselves as we Light the Way for Others - Launch	Q4	6	1
P/PP	Wellbeing and Resilience for School Secretaries: Approaches from Positive Psychology Webinar	Q4	21	1
P/PP	Practical Tips for Self-Care in Winter Time Webinar	Q4	14	1
P/PP	Communicating with Schools: A Webinar for Parents of Very High Risk (VHR) Students	Q4	2	1
P/PP	SNA Wellbeing and Resilience: Approaches from Positive Psychology Webinar	Q4	28	1
PP	Supporting Your Child to Develop Positive Learning Habits: A Webinar for Post Primary School Parents/Guardians	Q4	8	1.5
P/PP	Creative Self-Care End of Year Replenishing Webinar for Principals, Teachers and SNAs	Q4	8	1.5
P/PP	Celebrating Mid-Winter and Christmas in a New Way in 2020 Webinar	Q4	7	1.5

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Subject Specific Courses at P and PP</b>	<b>Series of Workshops</b>			
PP	JCT Problem Solving Through Coding, Applied Control and Mechatronics	Q1	13	2
P	Dabbledoo Music Webinar	Q2	20	1
P	Virtual Sports Day - Turn Your School Sports Day Into a Reality	Q2	37	1
P	Live Stream Cook Along CPD for Primary Teachers	Q2	6	1.5
P/PP	RSE in Catholic Schools Webinar	Q4	14	1.5

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**15. Creditors: Amounts Falling Due Within One Year**

	2020 €	2019 €
Grants payable	177,149	135,271
Trade creditors	4,976	29,488
Taxation and social insurance	7,712	929
Accruals	3,766	-
Deferred income	18,722	-
Other creditors	3,700	38
	<u>216,025</u>	<u>165,726</u>

The repayment terms of trade creditors vary between on demand and ninety days and do not attract interest.

The terms of accruals are based on the underlying contracts.

Taxes are subject to the terms of the relevant legislation. Interest accrues on late payment. No interest was due at the financial year end.

Other amounts included within creditors not covered by specific note disclosures are unsecured, interest free and repayable on demand.

	2020 €	2019 €
<b>Other taxation and social insurance</b>		
PAYE/PRSI/USC	4,381	28
VAT	3,331	-
RCT	-	901
	<u>7,712</u>	<u>929</u>

	2020 €	2019 €
<b>Grants Payable</b>		
Teachers Professional Networks	-	1,062
Teachers Professional Communities	12,029	12,029
Creative Clusters	16,321	-
Teacher Artist Partnership	26,000	7,000
HSA Choose Safety Programme	122,799	115,180
	<u>177,149</u>	<u>135,271</u>

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**12. Stocks**

	2020 €	2019 €
Learning cubes	13,961	13,961
	<u>13,961</u>	<u>13,961</u>

**13. Debtors: Amounts Falling Due Within One Year**

	2020 €	2019 €
Trade debtors	1,682	41,489
Other debtors	1,033	-
Prepayments	5,767	-
	<u>8,482</u>	<u>41,489</u>

All debtors are due within one year. Trade debtors are shown net of impairment in respect of doubtful debts.

**14. Cash and Bank**

	2020 €	2019 €
Ulster Bank Current Account	139,243	64,884
Ulster Bank Projects Account	159,125	176,650
Petty cash	185	240
Ulster Bank Information Communications Account	90,519	44,726
	<u>389,072</u>	<u>286,500</u>

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>Numeracy</b>	<b>Series of Workshops</b>			
P	Izak9 Webinar - Maths Skills Development	Q2	3	1
P/PP	Using Izak9 to Problem-Solve	Q4	7	1.5
P/PP	Using Izak9 to Problem-Solve	Q4	2	1.5

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>SEN</b>	<b>Series of Local Courses</b>			
PP	Assistive Technology for Post Primary Teachers, SNAs and Parents	Q1	11	3
P	Primary SEN Support Group	Q1	16	2
P/PP	Kilkenny and Carlow ASD Education Support Group	Q1	90	2
PP	Assistive Technology for Post Primary Teachers, SNAs and Parents	Q1	8	3
P	NEPS Group Consultation	Q1	35	2
P	Dyslexia - Identification and Understanding Difficulties Associated with the Diagnosis	Q1	18	2
P/PP	Transition Back to School for Children on the Autism Spectrum or With Other Additional Needs	Q2	103	1
P/PP	Collaboration to Support SEN Students in the Distance Learning Setting Webinar	Q4	30	1
P/PP	Special Education Teachers Support Session	Q4	3	1
P/PP	Supporting Students with Dyslexia Webinar	Q4	60	1.5
P/PP	EAL Webinar Series #1: The Challenges and Surprising Benefits of Teaching Remotely - Working with Developing Multilingual (EAL) Primary School Students During the COVID-19 School Closure and Beyond	Q4	45	1
PP	EAL Webinar Series #2: Practical Guidance, Processes and Adaptable Resources to Develop an Inclusive Plurilingual School Environment	Q4	33	1
P	DCD/Dyspraxia in School-Age Children - Therapy and Education	Q4	17	1
P/PP	EAL Webinar Series #3: Supporting the EAL Students Going Through the Silent Phase: A Differentiated Approach	Q4	46	1
P	EAL Webinar Series #4: A Teacher's Perspective on Culturally Relevant Education for Minority Language Students in Mainstream Classrooms	Q4	30	1
P	Reframing Challenging Behaviour - Who's Challenge is it Anyway? Webinar Series for Primary Schools	Q4	4	2.5
P	Reframing Challenging Behaviour - Who's Challenge is it Anyway? Webinar Series for Primary Schools	Q4	4	2.5

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>TeachMeet and Research Conference</b>	<b></b>			
P/PP	Online Regional Research Conference 2020 - "Supporting EAL Students: What Works?"	Q4	22	3

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>ICT</b>	<b>Series of Workshops</b>			
P/PP	"Ready, Steady, Code!" for Senior Primary and Post Primary	Q1	3	2
P/PP	Internet Safety for Primary Schools	Q1	1	2
P/PP	Zoom Conferencing Platform in an Education Setting Webinar	Q2	27	1
P/PP	Introduction to G Suite for Education Webinar	Q2	27	1
P	ClassDojo Online Learning Webinar	Q2	20	2
P/PP	Practical Online Presentation Skills Webinar	Q2	14	1
P	ClassDojo Online Learning Webinar	Q2	13	2
P/PP	Introduction to Seesaw Webinar	Q2	24	2
P	ClassDojo Online Learning Webinar	Q2	12	2
P/PP	Introduction to Seesaw Webinar	Q2	20	2
P/PP	Introduction to Seesaw Webinar	Q2	24	1.5
P/PP	Beyond the Classroom: Seesaw for Home Learning Webinar	Q2	63	1
P/PP	Making and Using Video Tutorials in Your Classroom Using Screencast-o-Matic Webinar	Q2	23	1
P/PP	Using Microsoft Teams for Blended Learning Webinar	Q2	47	1
P/PP	Introduction to Seesaw Webinar	Q2	24	1.5
P/PP	Kahoot! Webinar	Q2	16	1.5
P/PP	Teaching Maths Using Khan Academy Webinar	Q2	13	1.5
P/PP	Using OneNote Class Notebook for Collaborative ePortfolio's Webinar	Q2	34	1
P/PP	Introduction to Seesaw Webinar	Q2	23	2
P/PP	Google Classroom – Unlock the Potential of Google for Education in Your Classroom Webinar	Q2	10	1.5
P/PP	Padlet Webinar	Q2	20	1.5
P/PP	Teaching to the Digital Divide Webinar	Q2	24	1
P/PP	Google Classroom – Unlock the Potential of Google for Education in Your Classroom Webinar	Q2	12	1.5
P/PP	Seesaw Advanced - Creating Activities Webinar	Q2	23	1.5
P/PP	Introduction to Seesaw Webinar	Q2	41	1.5
P/PP	Google Classroom – Unlock the Potential of Google for Education in Your Classroom Webinar	Q2	29	1.5
P/PP	Introduction to Integrating Google Drive and Google Classroom with Seesaw	Q2	25	1
P/PP	Introducing Social Media for Primary and Secondary Schools	Q2	4	1.5
P/PP	Google Classroom – Unlock the Potential of Google for Education in Your Classroom Webinar	Q3	16	1.5
P/PP	Google Apps (Docs, Forms and Slides) Webinar	Q3	5	1.5
P/PP	Introduction to Seesaw Webinar	Q3	30	2
P/PP	Google Classroom – Unlock the Potential of Google for Education in Your Classroom Webinar	Q3	32	1.5
P/PP	Google Apps (Docs, Forms and Slides) Webinar	Q3	29	1.5
P/PP	Introduction to Seesaw Webinar	Q3	21	2
P/PP	Microsoft Teams for Schools Webinar	Q3	19	1.5
P/PP	Introduction to Seesaw Webinar	Q3	19	2
P/PP	Introduction to Social Media for Schools Webinar	Q3	5	1.5
P/PP	How to Record and Upload a Simple Instructional Video or Recording Webinar	Q3	34	2
P/PP	Padlet Webinar	Q3	11	2

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**11. Tangible Fixed Assets**

	Buildings & Improvements	Fixtures and Fittings €	Office Equipment €	Computer Equipment €	Total €
<b>Cost or valuation</b>					
At 1 January 2020	809,388	96,984	29,751	77,807	1,013,930
Additions	-	21,029	-	4,989	26,018
<b>At 31 December 2020</b>	<b>809,388</b>	<b>118,013</b>	<b>29,751</b>	<b>82,796</b>	<b>1,039,948</b>
<b>Depreciation</b>					
At 1 January 2020	102,968	60,434	24,850	54,168	242,420
Charge for the year on owned assets	20,235	13,053	1,792	7,503	42,583
<b>At 31 December 2020</b>	<b>123,203</b>	<b>73,487</b>	<b>26,642</b>	<b>61,671</b>	<b>285,003</b>
<b>Net book value</b>					
At 31 December 2020	686,185	44,526	3,109	21,125	754,945
At 31 December 2019	706,420	36,550	4,901	23,639	771,510

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**9. Consultancy Costs**

Consultancy costs include the cost of external advice to management.

	2020 €	2019 €
Human Resources	3,849	3,690
	3,849	3,690

No legal costs were occurred in the year (2019: €Nil).

**10. Hospitality Costs**

	2020 €	2019 €
Staff entertainment Vouchers (gifts for staff members)	- 927	1,827 -
	927	1,827

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>ICT (cont.)</b>	<b>Series of Workshops</b>			
P/PP	Kahoot! Webinar	Q3	7	2
P/PP	Online Tools and Websites for Teaching Children and Teenagers with SEN Webinar	Q3	20	2
P/PP	Microsoft Teams for Schools Webinar	Q3	22	2
P/PP	Microsoft Teams for Schools Webinar	Q3	30	2
P	Google Classroom Whole School Training	Q3	10	2
P/PP	Scratch Coding (Beginners) Webinar	Q3	8	2
P	Seesaw Whole School Training	Q4	18	2
P/PP	Google Apps Integrated with Google Classroom Webinar	Q4	6	2
P/PP	Creativity with Technology Webinar	Q4	4	1.5
P	Seesaw Whole School Training	Q4	11	1.5
P/PP	Introduction to Seesaw Webinar	Q4	30	1.5
P/PP	Seesaw Trouble-Shooting Webinar	Q4	13	1.5
P/PP	Introduction to Seesaw Webinar	Q4	11	2
P/PP	Google Classroom - Beyond the Basics Webinar	Q4	14	2
P/PP	Feedback and Assessment with Online Learning Webinar	Q4	11	2
P/PP	Kahoot! Webinar	Q4	13	2
P/PP	Seesaw Advanced - Creating Activities Webinar	Q4	18	2
P/PP	How to Make an Instructional Video and Recording Webinar	Q4	15	1
P	Seesaw for Parents Webinar	Q4	16	1
P/PP	Zoomergiser Webinar	Q4	15	1.5
P/PP	Literacy Online Tools and Resources Webinar	Q4	13	2
P/PP	An Introduction to Khan Academy Webinar	Q4	13	2
P/PP	Seesaw for Special Educational Needs (SEN) Webinar	Q4	18	2
P/PP	Supporting Teachers with Seesaw Webinar	Q4	5	2
P/PP	Supporting Teachers with Google Classroom Webinar	Q4	7	2
P/PP	Art and Design - How to Use Canva for Schools Webinar	Q4	12	2

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
<b>SSE and SIP</b>	<b>Series of Workshops</b>			
p/PP	The Teaching Council <i>Cosán</i> - Supporting Reflective Cultures in Schools	Q1	11	2
PP	TL21	Q1	34	2
P/PP	The Teaching Council <i>Cosán</i> - Supporting Reflective Cultures in Schools	Q1	16	2
PP	TL21	Q1	30	2
P/PP	The Teaching Council <i>Cosán</i> - Supporting Reflective Cultures in Schools	Q2	8	1.5
PP	TL21	Q4	35	2
PP	TL21	Q4	29	2
P/PP	The Teaching Council and ESCI <i>Cosán</i> Webinar Series – ‘Adapting to Change, Reflecting for the Future’	Q4	10	1.5
PP	TL21	Q4	5	2

Theme of Local Course	Summary of Course	Delivery Date (Q1, Q2 etc.)	Number of Teachers	Number of Hours
Summer Courses	A Variety of Summer Courses			
P	Nature for Learning and Wellbeing: A Forest School Approach to Literacy and Maths	Q3	12	20
P	Emergency First Aid and AED Defibrillation Training Course Programme	Q3	8	20
P	Teacher/Artist Partnership - CPD Enhancing Arts Education in Ireland	Q3	5	20
P	Nurture Group Theory and Practice	Q3	21	20
P	Museum Based Inquiry: Learning through Visual Art and Art Making	Q3	6	20
P	20 Historical Buildings of Ireland	Q3	1	20
P	20 Inspirational Women in Irish History	Q3	6	20
P	20 Irish Writers	Q3	1	20
P	25 Inventions that Changed the World	Q3	3	20
P	An Gaeilge Labhartha sa Churaclam Nua Teanga	Q3	2	20
P	Fostering A Positive School Climate Through the Teaching of Happiness	Q3	3	20
P	Making Music in the Classroom	Q3	3	20
P	Mindfulness, Self-Care and Classroom Wellbeing	Q3	10	20
P	Mindfulness, Wellbeing and Resilience for Schools	Q3	3	20
P	No Splashing! Teacher Water Safety in the Primary Classroom	Q3	2	20
P	Nutrition for Wellbeing	Q3	6	20
P	Physical, Political, Environmental and Social Geography of Ireland	Q3	3	20
P	Positive Wellbeing for Teachers and Children in School and Beyond	Q3	4	20

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**8. Transactions with the Director and Members of the Management Committee (continued)**

**Management committee members attendance at meetings:**

During the financial year ended the Management Committee met 10 times on 20/01/2020, 24/02/2020, 09/03/2020, 21/04/2020, 12/05/2020, 16/06/2020, 28/09/2020, 22/10/2020, 26/11/2020 and 17/12/2020. The following is summary of Management Committee member attendance at these meetings

	No. of meetings attended
John O'Sullivan (Director)	10
Eithne McKenna (Chairperson)	8
Martha Woodcock (Vice Chairperson)	10
Paul Behan	5
Annemarie Bergin	4
Diarmuid Creedon (appointed 28/09/2020)	4
Josephine Doyle (appointed 28/09/2020)	3
Gerard Farrelly (appointed 28/09/2020)	3
Peter Madden (appointed 28/09/2020)	3
Gemma Ni Bhroin	8
Tom Percy (Treasurer)	8
Margaret Walsh	5
Tony Knox (resigned 28/09/2020)	3
Maidilin Mhic Lochlainn (resigned 28/09/2020)	5
Liselott Olofsson (resigned 28/09/2020)	5
Carmel Symth (resigned 28/09/2020)	5

## OVERVIEW OF KILKENNY EDUCATION CENTRE ACTIVITIES 2020

### KILKENNY EDUCATION CENTRE NOTES TO THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

#### 8. Transactions with the Director and Members of the Management Committee

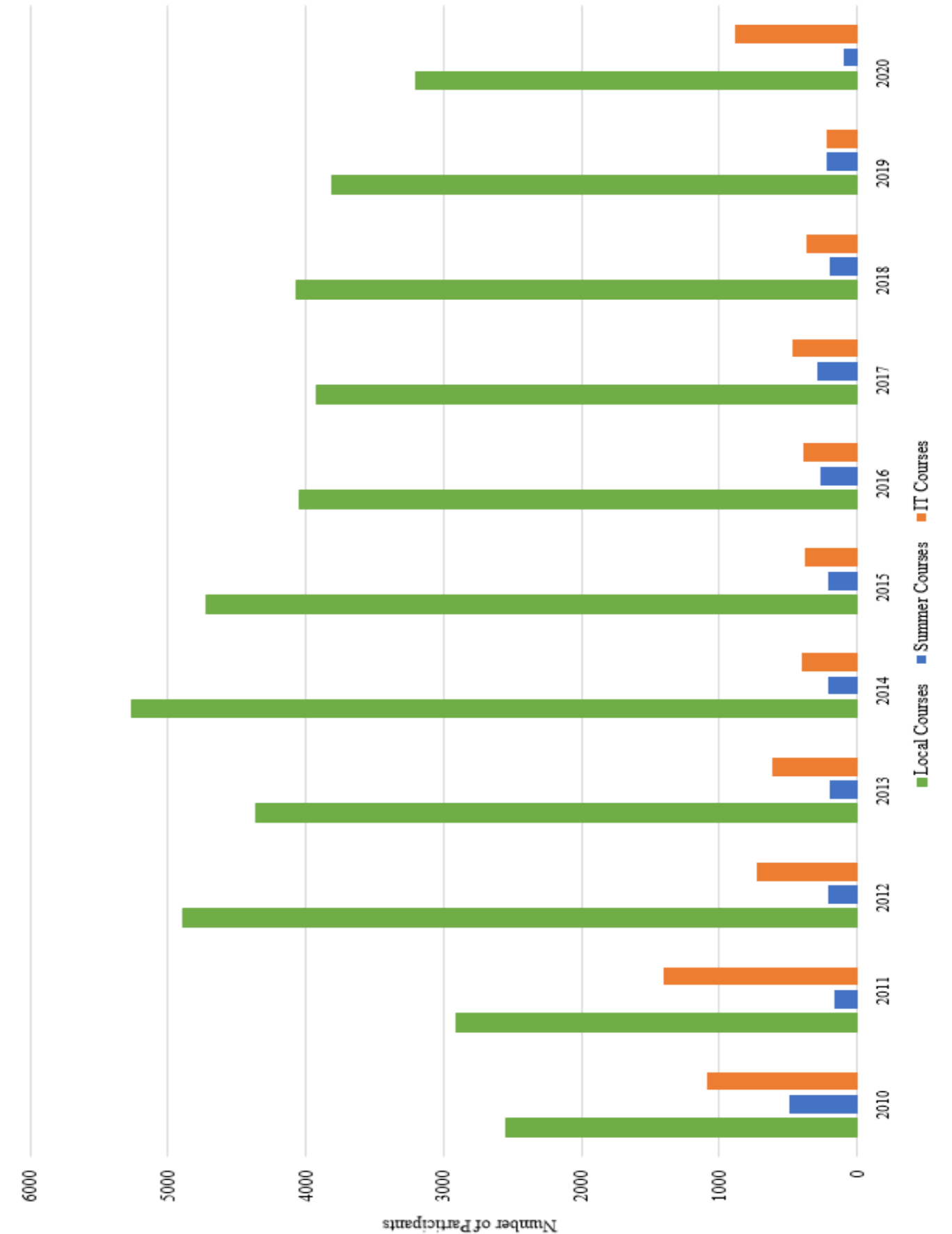
The Director of Kilkenny Education Centre was seconded by the Department of Education and is not paid by Kilkenny Education Centre.

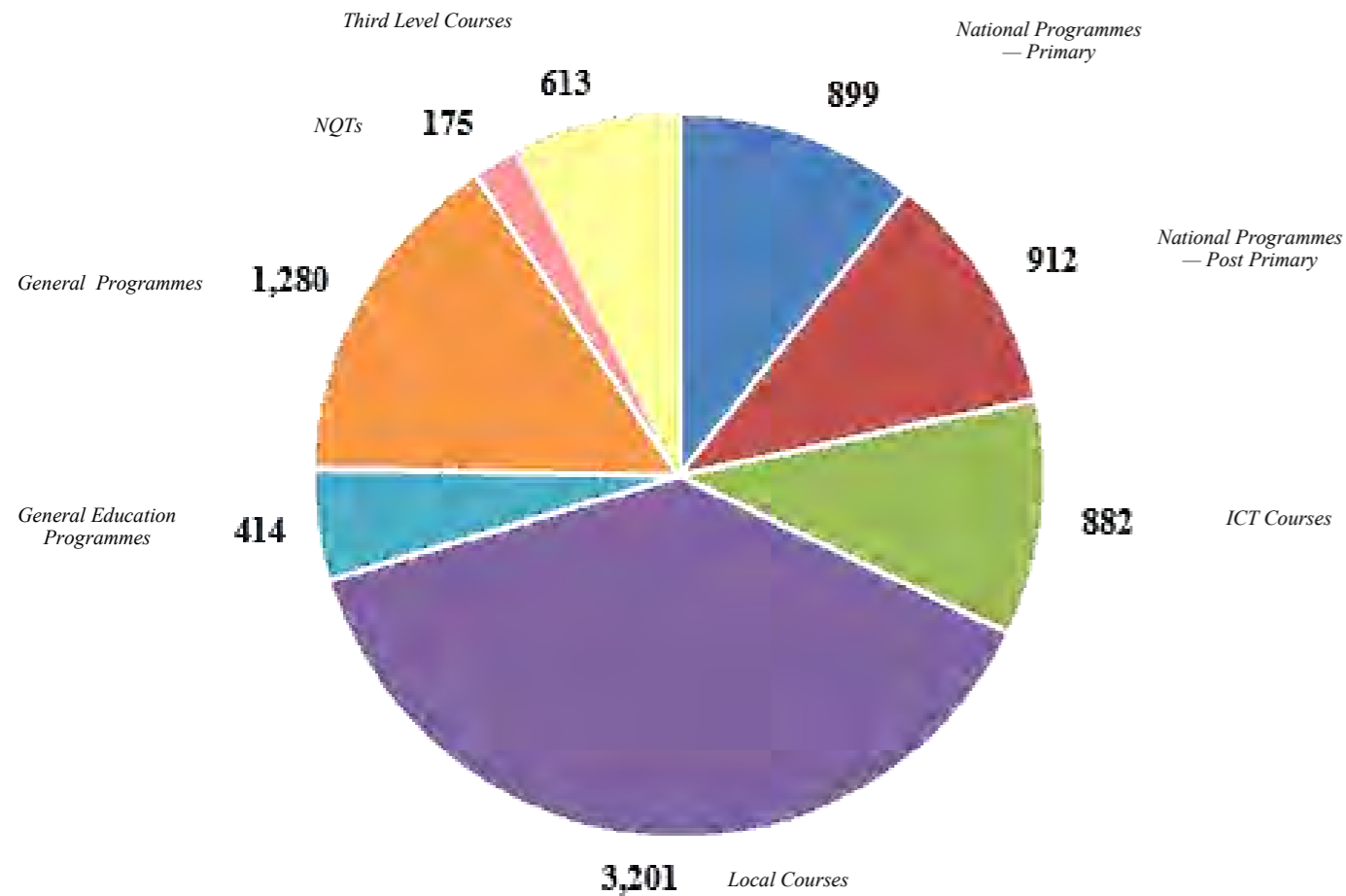
Members of the Management Committee provide their services, in respect of Management Committee responsibilities and duties, voluntarily and therefore are not paid any salary.

The following is the detail of the expenses received by the Management Committee:

	2020 €	2019 €
Management Committee member expenses	1,198	2,634
Director expenses	1,642	5,195
<b>Total expenses</b>	<b>2,840</b>	<b>7,829</b>

The following additional transactions occurred between the Centre and the Management Committee or Directors during the financial year ended 31 December 2020: Two members of the Management Committee provided tutor services to the Centre during the financial year. They were paid €1,503 (inclusive of related travel, subsistence and related costs). No amounts are outstanding at 31 December 2020.





COURSES/PROGRAMMES AT KILKENNY EDUCATION CENTRE	NUMBER OF TEACHERS
National Programmes — Primary	899
National Programmes — Post Primary	912
ICT Courses	882
Local Courses	3,201
General Educational Programmes	414
General Programmes	1,280
Newly Qualified Teachers (NQTs)	175
Third Level Courses	613
<b>TOTAL</b>	<b>8,376</b>

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**7. Staff Costs**

The average number of persons employed by the Centre (excluding the Director, members of the Management Committee and Tutors) during the financial year was as follows:

	2020 Number	2019 Number
Administration	4	4
Housekeeper	2	4
Manager	1	1
	<u>7</u>	<u>9</u>

The aggregate payroll costs incurred during the financial year were:

	2020 €	2019 €
Wages and salaries	216,510	217,688
Social insurance costs	18,139	24,431
	<u>234,649</u>	<u>242,119</u>

The company operates a defined contribution scheme for its employees. The scheme is externally financed in that the assets of the scheme are held separately from those of the company in an independently administered fund.

Pay Range	No. of employees	2020 €	2019 €
0 - 59,999	7	216,510	217,688
60,000 - 69,999	-	-	-
70,000 - 79,999	-	-	-
80,000 - 89,999	-	-	-
90,000 - 99,999	-	-	-
100,000 - 110,000	-	-	-
Total		<u>216,510</u>	<u>217,688</u>

## TREASURER'S REPORT

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

### 5. Other Programme Income

	2020 €	2019 €
Reading Recovery	8,348	19,926
NIPT	4,245	13,544
Programme administration fees	3,394	12,662
Catering costs reimbursed	7,730	36,611
Creative Cluster	19,579	5,088
Teacher Artist Partnership	7,000	9,000
	50,296	96,831

### 6. Other Income

	2020 €	2019 €
Room rental	90,511	112,345
Administration fee	26,121	21,329
Fees for services	934	6,725
Sundry	4,801	1,164
Wage subsidy scheme	88,043	-
	210,410	141,563

It is with pleasure that I write this year's Treasurer's Report. I present the audited financial statements for the financial year ended 31 December 2020 for Kilkenny Education Centre — the accounts were audited by Crowley's DFK.

The 2020 financial year was a challenging period due to the impact of COVID-19. John and the team have worked to ensure that the costs are managed, and that services continue to be provided to school communities in our catchment area.

#### INCOME

Our normal income decreased by 43%. When the Temporary Wage Subsidy Scheme and Employee Wage Subsidy Scheme subsidies of €88,043 are included, the income decrease is 29%.

#### EXPENDITURE

Our Expenditure decreased by 30.5%. The end of year accounts show a surplus of €2,701, up from a loss of €8,257 in 2019.

- The only costs that have increased for the Centre are IT and depreciation costs (a new alarm system and lawnmower was bought for the Centre, which accounts for the increased depreciation charge).
- All administration staff were working from home from March 2020 so there was a major investment in IT resources and in securing our IT systems.
- Staff numbers have been reduced from nine in the 2019 accounts to seven in 2020. Even with Wage Subsidy Schemes and temporarily laying off staff, the overall profit was €2,701.
- Salaries increased by 10% in 2020, on top of salary increase of 12% in 2019.

#### DEFERRED INCOME

Deferred Income for 2020 was €18,722 (€13,651 Core, €2,972 Local Course and €2,099 minor works). Deferred income is Department grant income received that was not spent. It will be included as income in the 2021 accounts.

#### OTHER POINTS TO NOTE

The debtor's figure has reduced substantially from 2019.

- A financially significant example of this is that in 2019, there was a lot of PDST and JCT invoicing at year end, there was none in 2020.
- The cash figure increased in 2020 (due to reduced costs) but the creditors figure also increased.
- The working capital ratio (the ratio of current assets to liabilities) of the Centre is 1.9, which is healthy, meaning that the Centre is currently able to meet the day-to-day expenses.

#### SUMMARY

- The 2020 accounts show a small profit, which is positive, but as we all know it was not a normal year. (Temporary state subsidies, and lower costs)
- There was very little activity in the Centre when COVID-19 hit; the age subsidy propped up the Centre's income.
- We need to plan to reduce Centre costs, EWSS is propping up the payroll, there is a need to reduce costs.
- Many thanks to the Audit and Risk Committee.
- We will be very happy to adopt recommendations and apply these to further secure our systems so that we continue to deliver value for money and quality service.

Thanks to Eithne, John, the Management Committee, the ARC, the staff — especially to our Accountant, Liz, without whose patience and support my job would be far more difficult indeed!

*Tom Percy  
Treasurer  
Kilkenny Education Centre*

**MANAGEMENT COMMITTEE'S REPORT AND CONSOLIDATED FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**KILKENNY EDUCATION CENTRE**

**MANAGEMENT COMMITTEE'S REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**4. Department of Education Grants (continued)**

	2020 €	2020 €	2019 €	2019 €
<b>4d. Minor Works Grant</b>				
<b>Income</b>				
Minor works grant	15,028		7,615	
Minor works grant income deferred in the year	(2,099)		-	
<b>Total Income</b>		<u>12,929</u>		<u>7,615</u>
<b>Less: Expenditure:</b>				
Maintenance	12,929		7,615	
		<u>12,929</u>		<u>7,615</u>
<b>Net Surplus / (Deficit)</b>				

Name of Grantor – Department of Education, Teacher Education Section

Name of Grant – Minor Works Grant

Purpose of Grant and Restriction of Use – Funding of minor works to include repairs or improvements to Centre buildings and grounds and to purchase fixtures and fittings, IT and office equipment

Accounting for Grant – Term is 12 months from January to December

Total deferred income as at 31 December 2020 €2,099. This is analysed as follows:

Deferred revenue €2,099.

Deferred capital €Nil.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**4. Department of Education Grants (continued)**

	2020 €	2020 €	2019 €	2019 €
<b><u>4c. ICT Grant</u></b>				
Income				
ICT grant	16,000		8,000	
<b>Total Income</b>	<u>16,000</u>	<u>16,000</u>	<u>8,000</u>	<u>8,000</u>
<b>Less: Expenditure:</b>				
Website and IT costs	16,000		8,000	
	<u>16,000</u>	<u>16,000</u>	<u>8,000</u>	<u>8,000</u>
<b>Net Surplus / (Deficit)</b>		<u>-</u>		<u>-</u>

Name of Grantor – Department of Education, Teacher Education Section  
Name of Grant – ICT Grant  
Purpose of Grant and Restriction of Use – To fund ICT administrator and related course costs  
Accounting for Grant – Term is 12 months from January to December  
Total deferred income as at 31 December 2020 €Nil.

**CENTRE INFORMATION**

**Management Committee**

The Management Committee consists of a Chairperson, Deputy Chairperson, Treasurer, the Centre's Director and 9 members.

The table below details the appointment period for the current members:

Name	Role	Date of Appointment
Paul Behan	Member	28/09/2020
Annemarie Bergin	Member	28/09/2020
Diarmuid Creedon	Member	28/09/2020
Josephine Doyle	Member	28/09/2020
Gerard Farrelly	Member	28/09/2020
Tony Knox	Member	Resigned 28/09/2020
Peter Madden	Member	28/09/2020
Eithne McKenna	Chairperson	28/09/2020
Maidilin Mhic Lochlainn	Member	Resigned 28/09/2020
Gemma Ní Bhroin	Member	28/09/2020
Liselott Olofsson	Member	Resigned 31/08/2019
Tom Percy	Treasurer	28/09/2020
Carmel Smyth	Member	Resigned 28/09/2020
Margaret Walsh	Member	28/09/2020
Martha Woodlock	Vice Chairperson	28/09/2020

**Director** John O' Sullivan

**Business Address** Seville Lodge  
Callan Road  
Kilkenny

**Auditor** Crowleys DFK Unlimited Company  
5 Lapps Quay  
Cork

**Bankers** Ulster Bank  
High Street  
Kilkenny

## CONTENTS

	Page
Management Committee's Report	4-7
Management Committee's Responsibilities Statement	8
Independent Auditors' Report	9-12
Statement of Income and Expenditure	13-14
Statement of Financial Position	15
Statement of Cash Flows	16
Notes to the Financial Statements	17-37

## KILKENNY EDUCATION CENTRE NOTES TO THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

### 4. Department of Education Grants (continued)

	2020 €	2020 €	2019 €	2019 €
<b><u>4b. Local Course Grant</u></b>				
<b>Income</b>				
Local course grant	43,056		42,448	
Local course grant deferred in the year	(2,972)		-	
<b>Total Income</b>	-	40,084	-	42,448
<b>Less: Expenditure:</b>				
Lecture fees	33,251		14,825	
Travel and subsistence	2,297		2,906	
Room hire	906		1,346	
Course resources	1,564		18,280	
Catering supplies and canteen	2,066		5,091	
	-	40,084	-	42,448
<b>Net Surplus / (Deficit)</b>	-	-	-	-

Name of Grantor – Department of Education, Teacher Education Section

Name of Grant – Local Course Grant

Purpose of Grant and Restriction of Use – Funding of local course costs

Accounting for Grant – Term is 12 months from January to December

Total deferred income as at 31 December 2020 €2,972. This is analysed as follows:

Deferred revenue €2,972.

Deferred capital €Nil.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**KILKENNY EDUCATION CENTRE  
MANAGEMENT COMMITTEE'S REPORT  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**4. Department of Education Grants**

	2020 €	2020 €	2019 €	2019 €
<b>4a. Core Grant</b>				
<b>Income</b>				
Core grant	105,408		152,292	
Core grant deferred in the year	(13,651)		-	
<b>Total Income</b>		<u>91,757</u>		<u>152,292</u>
<b>Less: Expenditure:</b>				
Wages	55,176		108,954	
Staff training and recruitment	1,061		2,793	
Committee members' expenses	1,198		1,921	
Directors' expenses	1,642		3,194	
Travelling and subsistence	-		296	
Telephone and internet costs	1,443		2,349	
Stationery, printing and postage	3,315		7,117	
Memberships and subscriptions	1,750		1,750	
Consultancy costs	3,849		1,508	
Light, heat and water	7,306		7,601	
Insurance	2,314		2,844	
Security	1,098		2,019	
Cleaning, caretaking and equipment maintenance	6,649		4,846	
Venue costs	2,156		314	
Bank charges	576		454	
Website and IT costs	2,224		4,332	
		<u>91,757</u>		<u>152,292</u>
<b>Net Surplus / (Deficit)</b>		<u>-</u>		<u>-</u>

Name of Grantor – Department of Education, Teacher Education Section  
Name of Grant – Core Grant  
Purpose of Grant and Restriction of Use – Normal day to day running costs of the Centre  
Accounting for Grant – Term is 12 months from January to December  
Total deferred income as at 31 December 2020 €13,651. This is analysed as follows:  
Deferred revenue €13,651.  
Deferred capital €Nil.

The Management Committee present its annual report and the audited financial statements for the year ended 31 December 2020.

**Principal activities**

Kilkenny Education Centre organises and delivers national programmes for teacher professional and personal development on behalf of the Department of Education. It provides services for schools, teachers and other relevant persons which support them in carrying out their functions in respect of the provision of education which is recognised for that purpose by the Minister. Continuing Professional Learning Experiences continuing professional opportunities and support for teachers and the wider education community. It does this by meeting locally researched and identified teacher and community needs an also through involvement in national in-service programmes.

We act as a strategic resource within education, in a range of national and other projects, programmes and initiatives as may be decided by the Minister.

We act as a resource, venue and meeting Centre for the local education community

We actively promote role of the Education Centre with regard to all of its major functions.

We help to develop expertise in key areas as agreed in consultation and partnership with the Department and to share such throughout the Education Centre network and the education system in general.

We co-operate and engage with other Education Support Centres so as to ensure that an effective network of Centres is established and to facilitate the sharing best practices.

**Results**

The Education Centre has had an extremely busy year with National Programmes, Local and Commercial Courses. This year presented many challenges from late February onwards due to the COVID-19 pandemic. The above business generated an overall surplus as can be seen from the Financial Report.

We retain a healthy annual income from rent and external room hire which is reinvested into services and projects for schools and teachers.

**KILKENNY EDUCATION CENTRE  
MANAGEMENT COMMITTEE'S REPORT (CONTINUED)  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**Management Committee/Director**

The Director is responsible for the day to day management of the Education Centre activities as delegated by the Management Committee. The Management Committee and Director are governed by an organisation structure designed to suit the needs of the organisation in areas including, CPD delivery, Finance, Audit, Property, Human Resources, and IT. The Director is also responsible for co-ordinating the activities from a reporting and governance perspective in the Centre.

**Audit and Risk Committee**

The Audit and Risk Committee consists of five Members of the Management Committee, one of whom is the Chairperson, one the Treasurer and one of whom is the Director. The Committee met five times in 2020; on 24<sup>th</sup> February, 12<sup>th</sup> May, 7<sup>th</sup> September, 16<sup>th</sup> November and 17<sup>th</sup> December. Two scheduled meetings couldn't take place due to lack of quorum.

ARC Memebers	Role
Tony Knox	Member (resigned 28/09/2020)
Eithne McKenna	Chairperson
Martha Woodcock	Vice Chairperson
Tom Percy	Treasurer
John O'Sullivan	Director

The Audit and Risk Committee receives regular updates on the Centre's financial position from the Accountant, Liz Hurley. The Audit and Risk Committee is fully aware of the nature and scope of the external audit and the findings and results of same.

The Audit and Risk Committee also keeps under review the control, procedures and policies relating to compliance, and fraud.

The Audit and Risk Committee reviews the system of internal controls and makes recommendations in relation to the control activities in accordance with the Code of Practice for the Governance of State Bodies 2016.

**Statement on Internal Controls**

The Management Committee acknowledges its responsibility for ensuring that an effective system of internal control is maintained and operated. This responsibility takes account of the requirements of the Code of Practice for the Governance of State Bodies 2016.

This statement has been reviewed by the Audit and Risk Committee and the Board to ensure it accurately reflects the control system in operation during the reporting period. This statement has also been reviewed by the external auditors to ensure that it is consistent with the information of which they are aware from their audit of the financial statements.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**3. Judgements in Applying Accounting Policies and Key Sources of Estimation Uncertainty**

The Management Committee considers the accounting estimates and assumptions below to be its critical accounting estimates and judgements:

**Impairment of Debtors**

The Centre trades with some customers on credit terms. Some debts due will not be paid through the default of a small number of customers. The Management Committee uses estimates based on historical experience and current information in determining the level of debts for which an impairment charge is required. The level of impairment required is reviewed on an ongoing basis. The total amount of trade debtors at the financial year end is €1,682 (2019: €41,489).

**Useful Lives of Tangible Fixed Assets**

Long-lived assets comprising primarily of building and improvements, fixtures and fittings, office equipment and computer equipment represent a significant portion of total assets. The annual depreciation charge depends primarily on the estimated lives of each type of asset and, in certain circumstances, estimates of residual values. The Management Committee regularly reviews these useful lives and changes them if necessary, to reflect current conditions. In determining these useful lives, the Management Committee considers technological change, patterns of consumption, physical condition and expected economic utilisation of the assets. Changes in the useful lives can have a significant impact on the depreciation charge for the financial year. The net book value of tangible fixed assets subject to depreciation at the financial year end date was €754,945 (2019: €771,510).

## 2. Accounting policies (continued)

### 2.11 Foreign Currency Translation (continued)

Foreign exchange gains and losses resulting from the settlement of transactions and from the translation at period-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the Statement of Income and Expenditure.

### 2.12 Interest Income

Interest income is recognised in the Statement of Income and Expenditure using the effective interest method.

### 2.13 Contingencies

Contingent liabilities, arising as a result of past events, are not recognised as a liability because it is not probable that the Centre will be required to transfer economic benefits in settlement of the obligation or the amount cannot be reliably measured at the end of the financial year end. Possible but uncertain obligations are not recognised as liabilities but are contingent liabilities.

Contingent liabilities are disclosed in the financial statements unless the probability of an outflow of resources is remote. Contingent assets are not recognised. Contingent assets are disclosed in the financial statements when an inflow of economic benefits is probable.

### 2.14 Borrowing Costs

All borrowing costs are recognised in the Statement of Income and Expenditure in the year in which they are incurred.

## Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a tolerable level rather than to eliminate it. The system can therefore only provide reasonable and not absolute assurance that assets are safeguarded, transactions authorised and properly recorded and that material errors or irregularities are either prevented or detected in a timely way.

## Capacity to Handle Risk

The Audit and Risk Committee met 5 times in 2020, two meetings couldn't be held due to lack of quorum. Kilkenny Education Centre has developed Internal Controls in relation to financial and other processes. These are set out in the Internal Controls Policy. The Management Committee has responsibility for and approves the Internal Controls Framework, tailored to address their specific strategic objectives, and to manage their specific risk exposures efficiently and effectively, within the context of the policy. The policy is to ensure that appropriate procedures are in place within the Education Centre to identify, assess and manage the key risks facing all areas of the business. The key risks are those that can damage its reputation, operational and or financial capability, cause hazards, or prevent it from achieving its objectives in a risk adverse manner.

## Risk Monitoring and Review

Formal procedures have been established for monitoring control processes and control deficiencies are communicated to those responsible for taking corrective action and to the Director and the Management Committee, where relevant, in a timely way. The Education Centre confirms that the following ongoing monitoring systems are in place:

- Key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any identified deficiencies;
- Reporting arrangements have been established at all levels where responsibility for financial management has been assigned; and
- There are regular reviews by the Management Committee of periodic and annual performance and financial reports which indicate performance against budgets/forecasts.

## Procurement

The Management Committee makes every effort to comply with current procurement rules and guidelines.

**KILKENNY EDUCATION CENTRE  
MANAGEMENT COMMITTEES REPORT  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**Internal Control Issues**

No material weaknesses in internal control, material losses or frauds were identified in relation to 2020 that required disclosure in the financial statements. While no weaknesses in internal controls, that represent a material impact on the financial statements for 2020 or subsequent years were identified in the current year. The management Committee and the director remained vigilant against control weaknesses and welcome feedback through external audit and other areas of ongoing monitoring and review of recommendations and suggestions. To enhance the system of control within the education Centre. The Education Centre follows up on all such reports and implements actions to the recommendations in a prompt manner.

**Principal Risks and Uncertainties**

- Director's tenure: short tenure term presents risks in all. Areas of succession, recruitment and development, financial governance and managing public funds, creates uncertainty for centre staff and mitigates against consistency and continuity.
- The ongoing COVID-19 pandemic will undoubtedly alter the way we provide teacher professional learning into the future.
- The risk of cyber attack is an ongoing risk that is being managed by the centre.

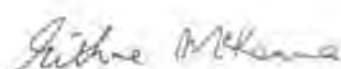
**Future developments**

- Further expansion of the infrastructure and our services to schools through our local course programme as per budget and Service plan 2020 and subsequent years.
- Greater focus on remote and blended provision of professional learning opportunities for teachers. An adult members of school communities.
- Improvement of the road access to the building in collaboration with our campus partners.

**Post Balance Sheet Events**

There have been no events since the end of the financial year that required disclosure in the financial statements.

Approved by the management committee and signed. On its behalf by:



Eithne McKenna  
Management Committee  
Date: 23 June 2021



Tom Percy  
Management Committee  
Date: 23 June 2021



John O'Sullivan  
Management Committee  
Date: 23 June 2021

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**2. Accounting policies (continued)**

**2.9 Financial Instruments**

The Centre only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to or from related parties and investments in non-puttable ordinary shares.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Income and Expenditure.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between an asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If a financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between an asset's carrying amount and best estimate of the recoverable amount, which is an approximation of the amount that the Centre would receive for the asset if it were to be sold at the reporting date.

Financial assets and liabilities are offset and the net amount reported in the Statement of Financial Position when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**2.10 Creditors**

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

**2.11 Foreign Currency Translation**

**Transactions and balances**

Foreign currency transactions are translated into the functional currency using the spot exchange rates at the dates of the transactions.

At each period end foreign currency monetary items are translated using the closing rate. Non-monetary items measured at historical cost are translated using the exchange rate at the date of the transaction and non-monetary items measured at fair value are measured using the exchange rate when fair value was determined.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**2. Accounting policies (continued)**

**2.5 Tangible Fixed Assets (continued)**

Depreciation is provided on the following basis:

Fixtures and fittings	-	15%
Office equipment	-	15%
Computer equipment	-	15%
Buildings and Improvements		2.5%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Income and Expenditure

**2.6 Stocks**

Stocks are stated at the lower of cost and net realisable value, being the estimated selling price less costs to complete and sell. Cost is based on the cost of purchase on a first in, first out basis.

At each reporting date, stocks are assessed for impairment. If stock is impaired, the carrying amount is reduced to its selling price less costs to complete and sell. The impairment loss is recognised immediately in income or expenditure.

**2.7 Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

**2.8 Cash and Cash Equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**KILKENNY EDUCATION CENTRE  
MANAGEMENT COMMITTEE'S RESPONSIBILITIES STATEMENT  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

The Management Committee is responsible for preparing the Management Committee's report and the financial statements in accordance with Irish law and regulations.

The Management Committee is required to prepare the financial statements for each financial year. The Management Committee has elected to prepare the financial statements in accordance with Generally Accepted Accounting Practice in Ireland, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" which is issued by the Financial Reporting Council ("relevant financial reporting framework").

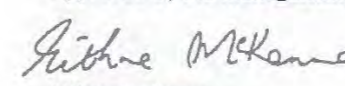
The Management Committee must not approve the financial statements unless it is satisfied that they give a true and fair view of the assets, liabilities and financial position of the Centre as at the financial year end date and of the surplus or deficit of the Centre for that financial year.

In preparing these financial statements, the Management Committee is required to:

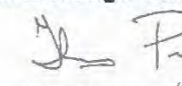
- Select suitable accounting policies for the Centre's financial statements and then apply them consistently;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Centre will continue in business.

The Management Committee is responsible for ensuring that the Centre keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the Centre, enable at any time the assets, liabilities, financial position and surplus or deficit of the Centre to be determined with reasonable accuracy, enable it to ensure that the financial statements comply with FRS 102 and enable the financial statements to be readily and properly audited. The Management Committee is also responsible for safeguarding the assets of the Centre and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Management Committee and signed on its behalf by:



**Eithne McKenna**  
Management Committee  
Date:



**Tom Percy**  
Management Committee  
Date:



**John O' Sullivan**  
Director  
Date:

INDEPENDENT AUDITORS' REPORT TO THE DEPARTMENT OF EDUCATION  
AND THE MANAGEMENT COMMITTEE OF KILKENNY EDUCATION CENTRE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

Report on the audit of the financial statements

Opinion

We have audited the financial statements of Kilkenny Education Centre, which incorporates the activities of Tipperary Education Centre, for the year ended 31 December 2020. These financial statements comprise the statement of income and expenditure, the statement of financial position, the statement of cash flows and the notes to the financial statements including the summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is the *Administrative and Financial Guidelines for Education Centres issued by the Department of Education and FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'*.

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Centre as at 31 December 2020 and of its results for the year then ended; and
- have been properly prepared in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Centre in accordance with ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements. This includes us taking advantage of the exemptions provided by IAASA's Ethical Standard: Section 6 Provisions Available for Audits of Small Entities in the circumstances set out in note 23 to the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Management Committee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Centre's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Management Committee with respect to going concern are described in the relevant sections of this report.

2. Accounting Policies (continued)

2.3 Income (continued)

Rendering of services

Income from contracts to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

- The amount of income can be measured reliably;
- It is probable that the Centre will receive the consideration due under the contract;
- The stage of completion of the contract at the end of the reporting period can be measured reliably; and
- The costs incurred or the costs to complete the contract can be measured reliably.

2.4 Government and Similar Grants

The Centre recognises government grants in line with the accruals model under FRS 102.

- Grants for capital expenditure are credited to deferred income as they become receivable. They are amortised to the income and expenditure account on the same basis as the related assets are depreciated.
- Grants in respect of non-capital expenditure are recognised in the income and expenditure account at the same time as the related expenditure for which the grant is intended to compensate is incurred.
- Multi-Annual contract grants are recognised as deferred income or immediately as income in the income and expenditure account, by reference to the underlying activity for which the grant is intended to compensate.

2.5 Tangible Fixed Assets


Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

CORK • DUBLIN

5 Lapps Quay Cork T12 RW7D Ireland  
+353 21 4272900 www.crowleysdfk.ie

Partners: James O'Connor FCA (Director) Tony Conroy FCA (Director) Edward Murphy FCA FIA (Director) Colette Nagle FCA (Director) Natalie Kelly (Director) FCA FIA  
Vincent Teo FCA Shobhan O'Hea FCA FIA Harry O'Sullivan FCA David Coombes FCA Niall Grant FCA FIA

Crowleys DFK Unltd trading as Crowleys DFK. Registered Office: 16/17 College Green, Dublin D02 V078. Company No: 393878.

A member firm of  International a worldwide association of independent firms.

Registered to carry on audit work and authorised to carry on investment business by the Institute of Chartered Accountants in Ireland (ICAI).

Chartered Accountants Ireland is the operating name of ICAI.

**KILKENNY EDUCATION CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

**INDEPENDENT AUDITORS' REPORT TO THE DEPARTMENT OF EDUCATION  
AND THE MANAGEMENT COMMITTEE OF KILKENNY EDUCATION CENTRE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020 (CONTINUED)**



**1. General Information**

These financial statements comprising the Statement of Income and Expenditure, the Statement of Financial Position, the Statement of Cash Flows and the related notes constitute the financial statements of Kilkenny Education Centre for the financial year ended 31 December 2020.

The nature of Kilkenny Education Centre's operations and its principal activities are set out in the Management Committee's Report and its books and records are maintained at the Centre's business address.

The financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The financial statements have been presented in the Euro currency which is also the functional currency of the Centre.

**2. Accounting Policies**

**2.1 Basis of Preparation of the Financial Statements**

The financial statements have been prepared on the going concern basis and in accordance with the historical cost convention modified to include certain items at fair value. The financial reporting framework that has been applied in their preparation is the Administrative and Financial Guidelines for Education Centres issued by the Department of Education and FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Centre's accounting policies (see note 3).

The following principal accounting policies have been applied:

**2.2 Going Concern**

The considered view of the Management Committee is that there is a reasonable expectation that the Centre will have adequate resources to continue operations for the foreseeable future and that there is no material uncertainty regarding the Centre's ability to meet its liabilities as they fall due. On this basis the Management Committee considers it appropriate to prepare the financial statements on a going concern basis.

**2.3 Income**

Income is recognised to the extent that it is probable that the economic benefits will flow to the Centre and the income can be reliably measured. Income is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before revenue is recognised:

**Other information**

The Management Committee is responsible for the other information. The other information comprises the Management Committee's report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained during the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Administrative and Financial Guidelines for Education Centres issued by the Department of Education**

Based solely on the work undertaken in the course of the audit, we report that:

- we have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- in our opinion the accounting records of the Centre were sufficient to permit the financial statements to be readily and properly audited.
- the financial statements are in agreement with the accounting records.

**Respective responsibilities**

**Responsibilities of Management Committee for the financial statements**

As explained more fully in the Management Committee's Responsibilities Statement, the Management Committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Management Committee is responsible for assessing the Centre's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Management Committee either intends to liquidate the Centre or to cease operations, or has no realistic alternative but to do so.



INDEPENDENT AUDITORS' REPORT TO THE DEPARTMENT OF EDUCATION  
AND THE MANAGEMENT COMMITTEE OF KILKENNY EDUCATION CENTRE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

KILKENNY EDUCATION CENTRE  
STATEMENT OF CASH FLOWS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020

**Auditors' responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (Ireland), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organisation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management Committee.
- Conclude on the appropriateness of the Management Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Centre's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Centre to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including any disclosures, and whether the financial statements represent the underlying transactions and events of the Centre for the year then ended.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

	Note	2020 €	2019 €
Surplus / (Deficit) for the financial year		2,701	(8,257)
<i>Adjustments for:</i>			
Depreciation for year	11	42,583	41,825
Loss on disposal		-	1,473
<i>Changes in:</i>			
Decrease/(Increase) in Debtors and prepayments	13	33,007	38,651
Increase/(Decrease) in Creditors and accrued income	15	50,299	1,557
<b>Cash generated from operating activities</b>		<b>128,590</b>	<b>75,249</b>
<b>Cash generated from investing activities</b>			
Purchase of tangible assets	11	(26,018)	(3,316)
Net cash used in investing activities		(26,018)	(3,316)
Net increase/(decrease) in cash and cash equivalents		102,572	71,933
Cash and cash equivalents at beginning of financial year	14	286,500	214,567
<b>Cash and cash equivalents at the end of the financial year</b>	<b>14</b>	<b>389,072</b>	<b>286,500</b>
<b>Cash and cash equivalents at the end of the financial year comprise:</b>			
Cash at bank and in hand		389,072	286,500
		<b>389,072</b>	<b>286,500</b>

KILKENNY EDUCATION CENTRE  
STATEMENT OF FINANCIAL POSITION  
AS AT 31 DECEMBER 2020

	Note	2020 €	2020 €	2019 €	2019 €
<b>Non-current assets</b>					
Tangible assets	11		754,945		771,510
					771,510
<b>Current assets</b>					
Stocks	12	13,961		13,961	
Debtors: amounts falling due within one year	13	8,482		41,489	
Cash at bank and at hand	14	389,072		286,500	
		411,515		341,950	
<b>Creditors: amounts falling due within one year</b>	15	(216,025)		(165,726)	
<b>Net current assets</b>			195,490		176,224
<b>Total assets less current liabilities</b>			950,435		947,734
<b>Net assets</b>			950,435		947,734
<b>Reserves</b>					
Income and expenditure account	16		950,435		947,734

The financial statements were approved and authorised for issue by the Management Committee:

*Eithne McKenna*  
Eithne McKenna  
Management Committee  
Date:

*Tom Percy*  
Tom Percy  
Management Committee  
Date:

*John O'Sullivan*  
John O' Sullivan  
Director  
Date:

The notes on pages 17 to 37 form an integral part of these financial statements.

INDEPENDENT AUDITORS' REPORT TO THE DEPARTMENT OF EDUCATION  
AND THE MANAGEMENT COMMITTEE OF KILKENNY EDUCATION CENTRE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

The purpose of our audit work and to whom we owe our responsibilities

Our report is made solely to the Department of Education and to the Management Committee of Kilkenny Education Centre. Our audit work has been undertaken so that we might state to them those matters we are required to state in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Department of Education and the Management Committee of Kilkenny Education Centre, for our audit work, for this report, or for the opinions we have formed.

Crowleys DFK Unlimited Company  
Chartered Accountants and  
Statutory Audit Firm  
5 Lapps Quay  
Cork  
Date:

**KILKENNY EDUCATION CENTRE  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

	Note	2020 €	2019 €
<b>Income</b>			
<b>Source:</b>			
<b>Department of Education – Full Time Centre</b>	<b>4</b>		
Core grant	4a	91,757	152,292
Local course grant	4b	40,084	42,448
ICT grant	4c	16,000	8,000
Minor works grant	4d	12,929	7,615
<b>Programme Income</b>			
Professional Development Services for Teachers (PDST)		12,771	57,690
Local courses		11,136	25,028
Post Primary Professional Development (PPPD)		8,943	58,305
Information Technology (NCTE)		1,580	46,199
SESS seminar costs		2,197	11,393
Other programme income	5	50,296	96,831
<b>Other Income</b>	<b>6</b>	<b>210,410</b>	<b>141,563</b>
<b>Total Income</b>		<b>458,103</b>	<b>647,364</b>

**KILKENNY EDUCATION CENTRE  
STATEMENT OF INCOME AND EXPENDITURE (CONTINUED)  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2020**

	Note	2020 €	2019 €
<b>Expenditure</b>			
Staff costs	7	234,649	242,119
Staff training and recruitment		2,122	2,986
External training course providers		34,122	52,675
Management Committee member expenses	8	1,198	2,634
Director expenses	8	1,642	5,195
Travelling and subsistence		7,152	27,983
Telephone and internet costs		2,773	3,823
Website and IT		22,433	12,603
Stationery, printing and postage		7,794	46,941
Memberships and subscriptions		1,750	1,750
Light, heat and water		13,038	17,403
Venue costs		7,188	45,277
Insurance		4,627	4,627
Security		2,196	3,285
Cleaning/caretaking/equipment maintenance		6,569	6,821
Maintenance of premises and grounds		19,279	24,833
Minor fixtures and fittings		375	1,063
Catering supplies and canteen		12,080	89,967
Legal, audit and professional fees		3,849	5,198
Bank charges		576	739
Depreciation	11	42,583	41,825
Loss on disposal of fixed assets		-	1,472
Office supplies		901	2,814
Gifts/donations		927	-
Creative Cluster		19,579	2,588
Teacher Artist Partnership		6,000	9,000
<b>Total Expenditure</b>		<b>455,402</b>	<b>655,621</b>
<b>Net Surplus / (Deficit)</b>		<b>2,701</b>	<b>(8,257)</b>

There were no other recognised gains and losses for year ended 31 December 2020 or 31 December 2019 other than those included in the Income and Expenditure account.

The notes on pages 17 to 37 form an integral part of these financial statements.