

Induction 2026 Arrival Guide

Department of Early Education and Social Studies

CAO Programmes:

- Higher Cert in Early Childhood Care, Health and Education (AU190)
- BSc Hons in Special and Inclusive Education (AU392)
- BSc Hons in Early Childhood Care, Health and Education (AU390)
- BSc Hons in Health and Social Care (AU391)

Other Programmes:

- Certificate in Community Development Practice (Level 6)
- Certificate in Building SAFER Communities (Level 7)
- BSc in Applied Approaches to Childhood Autism
- BSc in Inclusive Practice for Special Needs Assistance
- BSc in Health and Social Studies (Monaghan Institute)
- BSc in Early Childhood Care, Health and Education
- BSc Hons in Health and Social Studies (Monaghan Institute)
- BSc Hons Inclusive Practice
- HDip in Leadership and Wellbeing in the Workplace
- HDip in Counselling Studies
- Master of Arts in Transformative Leadership in Child, Family and Community Practice

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Welcome

We are delighted you have chosen to study in the Department of Early Education and Social Studies. Our Induction Programme is designed to introduce you to ATU Donegal, academic and support staff and your fellow students. It is essential you attend the activities timetabled here to ensure you don't miss out on any important information that will make life and learning easier at ATU Donegal. Welcome to Atlantic Technological University Donegal – the future is here!

Department of Early Education & Social Studies

We offer a range of innovative programmes, emphasising practical experience, community engagement and interdisciplinary learning. Students can undertake programmes at Level 6, Level 7, Level 8 and Level 9. Dr Nigel McKelvey, Head of Department of Early Education & Social Studies, together with all Department Staff welcome you to the Department of Early Education and Social Studies and wish you every success in your studies.

Garda Vetting is required for all full-time undergraduate programmes in the Department of Early Education and Social Studies and you must engage with the Garda Vetting Liaison Officer regarding your requirements. Your registration may not be complete until you have submitted all relevant documentation.

Online Pre-Induction

Please access Pre-Induction information via the following link:

<https://www.atu.ie/student-life/induction/online-and-flexible-induction/atu-donegal-flexible-induction/atu-donegal-flexible-pre-induction>

You will find information on programme registration, fees and payments, student supports and learn more about the technologies used in online learning and the virtual learning environment (VLE). You will also learn about the supports and resources available to online learners at ATU and how to prepare for taking up or returning to study.

Information on how to register for your programme can be found here: [Registration - Atlantic Technological University](#)

Once you have registered for your programme of study you will be able to access the ATU Student Hub, where you will find information that you need for student supports and services available at ATU: [ATU Student Hub](#)

ATU Student Email

Your ATU student email is the Department's main method of communication.

Please check your student email regularly for:

- Timetables
- Class information
- Department announcements
- Important course updates
- All student letters will be issued and sent to your student email
- Make sure you activate your ATU student email account as soon as possible after registration.

Department Administration Support

Office Location: Room 2469, First Floor

Opening Hours: Monday to Friday

- 10:30am to 12:00pm
- 2:00pm to 3:30pm
- Students may email queries outside of office opening hours and responses will be provided during normal working hours.

The department provides a range of administrative support services, including:

- Regular communication with students through their ATU Student Email regarding timetables, class groups, attendance requirements, class activities, and other important information.
- Scheduling appointments with the Head of Department, where required.
- Guidance and assistance relating to timetables and student group allocations.
- Provision of the ATU stamp/logo on official documents, including:
 - Medical Card applications
 - Social Welfare applications
 - Other relevant documentation

Important Information

- Students must complete registration before contacting the Department for support.
- Students must present a valid ATU Student ID Card when requesting services from the office.
- Please allow up to 5-10 working days for documents to be processed and issued. Processing times may be longer during peak periods.
- Students are encouraged to request documentation well in advance to ensure sufficient processing time.
- Administrative support can only be provided directly to registered students and cannot be provided to third parties, including parents or guardians.

Contact Us

If you require assistance you are welcome to contact the department:

- In Person: Room 2469
- Email: EESS.Donegal@atu.ie

Department Induction

Attendance at Induction is essential. Please attend on Friday 11th September at the ATU Letterkenny Campus. Our programme co-ordinators and programme teams will meet you at Induction to share essential information about your course syllabus, assessment types, professional practice placement and regulatory information, off-campus educational trips, class groups and your timetable to help you prepare for the first day of class. You will receive information about The Curve, Learning Support Centre, Computer Services and the Library. See below table for induction information session times and locations.

Programme Induction Sessions Friday 11th September 2026

PROGRAMMES	DATE	LOCATION	TIME	EVENTS
Bachelor of Science (Honours) in Early Childhood Care, Health and Education	Friday 11 th September	Room 1101	10.00-16.00 Full Day	Welcome and introduction from the Head of Department.
Higher Certificate in Science in Early Childhood Care, Health, and Education	Friday 11 th September	Room 1101	10.00-16.00 Full Day	Introductions to Programme Co-Ordinator's, Year Tutors, and Programme Teams. Information on Practice Placement, Garda Vetting, Academic Expectations, Policies and Procedures.
Bachelor of Science (Honours) in Health and Social Care	Friday 11 th September	Room 1102	10.00-16.00 Full Day	Professional Accreditation and Regulatory Requirements, including Attendance and Fitness to Practice. Opportunities for Peer Mentoring, Social and Civic Engagement, and Student-Led Initiatives.
Bachelor of Science (Honours) in Special and Inclusive Education	Friday 11 th September	Room 1408	10.00-16.00 Full Day	

Important Dates

- **Induction:** Friday 11th September
- **Garda Vetting:** Monday 14th September
- **Classes Begin:** Tuesday 15th September
- **Class Group and Timetable Information:** Provided during induction

Programme Overviews

- Full-time undergraduate programmes combining theory and practical learning.
- Classes take place Monday to Friday, 9:30am to 5:30pm.
- Practical classes are an essential part of the programme, allowing students to apply theory in professional contexts.
- Attendance and participation in all scheduled classes, practical sessions, and independent learning activities are expected.
- Students may be required to wear ATU-branded polo shirts or hoodies for certain programme activities. These are provided by the Department and covered by additional course costs.

Garda Vetting and Mandatory Training

All students are required to:

- Complete Garda Vetting Monday 14th September Room 1402
- Provide the necessary documentation, including:
 - Proof of identity
 - Proof of address
- Attend mandatory People Moving & Handling Training following the Summer Exams (May 27).
- Comply with all professional and programme requirements before placement activities.

Professional Practice Placement

Professional practice placement is an integral part of programmes in the Department.

- Placements take place in Years 2, 3 and 4.
- 100% attendance is required while on placement.
- Students are not permitted to arrange their own placements.
- All placements are coordinated by the Practice Placement Co-Ordinator in consultation with Department governance teams.
- The programme team will support students in preparing for placement.
- Placement is a compulsory part of your programme.
- Programme specific placement information will be presented to students over the first academic year.
- Students are required to comply with all academic and practical requirements in order to progress to placement in Year 2.
- Mandatory training includes People Moving and Handling.

We look forward to welcoming you to ATU and wish you every success in your studies.



Dr Nigel McKelvey
Head of Department of Early Education and Social Studies



Quick Guide Information

Online Registration

- Information on how to register for your programme can be found here: [Registration - Atlantic Technological University](#)

Once you have registered for your programme of study you will be able to access the ATU Student Hub, where you will find information that you need for student supports and services available at ATU: [ATU Student Hub](#)

Virtual Learning Environment/ Blackboard

- Student Guidance and support for using Blackboard, our VLE (Virtual Learning Environment) is available on the Student Guidance and Support module, in Blackboard. Once you have completed your student registration you will be able to access this module here: https://lyitbb.blackboard.com/ultra/courses/_46489_1/cl/outline

Special Purpose Awards

- Information regarding Special Purpose Awards for Peer Mentoring, Social and Civic Engagement and Student Led Initiatives will be available to you at Induction.



Additional Costs

Purpose	Cost	
Course Costs	Material Fees for 2026/2027 are available from the Fee Schedule http://atu.ie/study/fees-and-funding/fees/full-time-undergraduate-fees	Paid through ATU Student Banner

Please note additional costs are not covered by the SUSI grant and students are required to arrange payment through their ATU Student /Banner.

Department of Early Education and Social Studies Contacts

Early Education and Social Studies	Role	Email	Location
Dr Nigel McKelvey	Head of Department	Nigel.McKelvey@atu.ie	Room 2461
Administration	Administration Queries	EESS.Donegal@atu.ie	Room 2469
Ms. Sarah Bonar	Practice Placement Co-Ordinator	Sarah.Bonar@atu.ie 0749186309	Room 2469
Ms. Orla McHugh	Technician	Orla.McHugh@atu.ie 0749186231	Room 2469
Ms. Aisling Erskine	Garda Vetting Liaison Officer	Aisling.Erskine@atu.ie Extn 6305/6637	Room 3401



Early Education and Social Studies Academic Staff

Lecturer	Email
Ms. Veronica McTaggart Early Years Programme Co-Ordinator Early Years Academic Placement Lead Year 4	Veronica.McTaggart@atu.ie
Dr Trish McLaughlin Early Years Academic Placement Lead Year 2/ Year 3	Trish.McLaughlin@atu.ie
Ms. Denise O'Boyle Health and Social Care Programme Co-Ordinator	Denise.OBoyle@atu.ie
Dr David Friel Social Care Practice Co-Ordinator	David.Friel@atu.ie
Dr Gráinne Ketelaar	Grainne.Ketelaar@atu.ie
Dr Helen McMonagle	Helen.McMonagle@atu.ie
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Ms. Carol Beatty	Carol.Beatty@atu.ie
Ms. Sarahmarie Almond	Sarahmarie.Almond@atu.ie
Dr Gail Cummins	Gail.Cummins@atu.ie



Other Useful Contact Numbers

Department	Email	Location
Admissions	Admissions.Donegal@atu.ie	Reception, Main Building
Registrations	Studentreg.Donegal@atu.ie	Reception, Main Building
Fee Collections	Feecollection.Donegal@atu.ie	Reception, Main Building
Exams Office	Exams.Donegal@atu.ie	Reception, Main Building
Computer Services	Ithelpdesk.Donegal@atu.ie	Main Building
Student Health Centre	Health.Donegal@atu.ie	An Dánlann
Sports Centre	sportscentre.donegal@atu.ie	An Dánlann
The Curve, Learning Support Centre	thecurve.donegal@atu.ie	Third Floor, Main Building
Library	librarymail.donegal@atu.ie	Main Building
Careers Service	Careers.Donegal@atu.ie	An Dánlann
Students Union	atusudonegal.ie	An Dánlann
Department of Early Education & Social Studies	eess.Donegal@atu.ie	Room 2469 Main Building
Garda Vetting Liaison	Aisling.Erskine@atu.ie	Room 3401 Main Building
Practice Placement Co-Ordinator	Sarah.Bonar@atu.ie	Room 2469 Main Building
Oifig na Gaeilge	gaeilge@atu.ie	

Student Registration Checklist

Registration Process	Students	Date Complete
Online Registration	All Students	
Induction - Meet Programme Team - Timetable/Class Group Day 1 (find out what you need for the first day of class)	All Students	
Garda Vetting Required to complete registration. - Photographic ID - Proof of address Contact Garda Vetting Liaison Officer	All Students	
Review All Programme Policies	All Students	
Computer Services Induction	All Students	
ATU Donegal Student Card	All Students	
ATU Student Number	All Students	
ATU Student Email	All Students	
Access ATU Blackboard (Virtual Learning Environment)	All Students	
Admissions/Fees – Fee Payment plan	All Students	
Mandatory Training Takes place after Summer Exams in May 2027	All Students	
Materials Fees extra costs for your course ATU Student Account	All Students	
Work Placement	Year 2 Year 3 Year 4	