

CIFP Anxel Casal - Monte Alto



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INTRODUCTION

CIFP Ánxel Casal is a public vocational school of higher education and VET (Vocational Education and Training) specializing in health and social care education.

It is one of the biggest vocational schools in Galicia with around 2000 students enrolling each year and a teaching staff of 107.

The studies offered at the school are divided into two branches: Health and Social Care.

This guide is a brief description of CIFP Ánxel Casal for those people who are coming to the school for the first time.

On behalf of the educational community at CIFP Anxel Casal we welcome you to the school and hope that your stay here will be both pleasant and fruitful, whilst at the same time fulfilling your expectations. You can always count on our support and resources as you work towards your goals here. We encourage you to let us know about any suggestions you may have.

CIFP Ánxel Casal is based in the urban area of A Coruña, a city in the north west of Spain. It is situated in the neighbourhood of Monte Alto, which although once considered to be on the outskirts of the city, nowadays has become a central point thanks to the promenade along the seafront. The Domus Museum and the Aquarium are also based in Monte Alto and are considered to be important cultural and recreational landmarks. Both these buildings have contributed to the high level of tourism in the neighborhood. Nearby is the Hercules Tower, the oldest working lighthouse that was declared a World Heritage Site in 2009.





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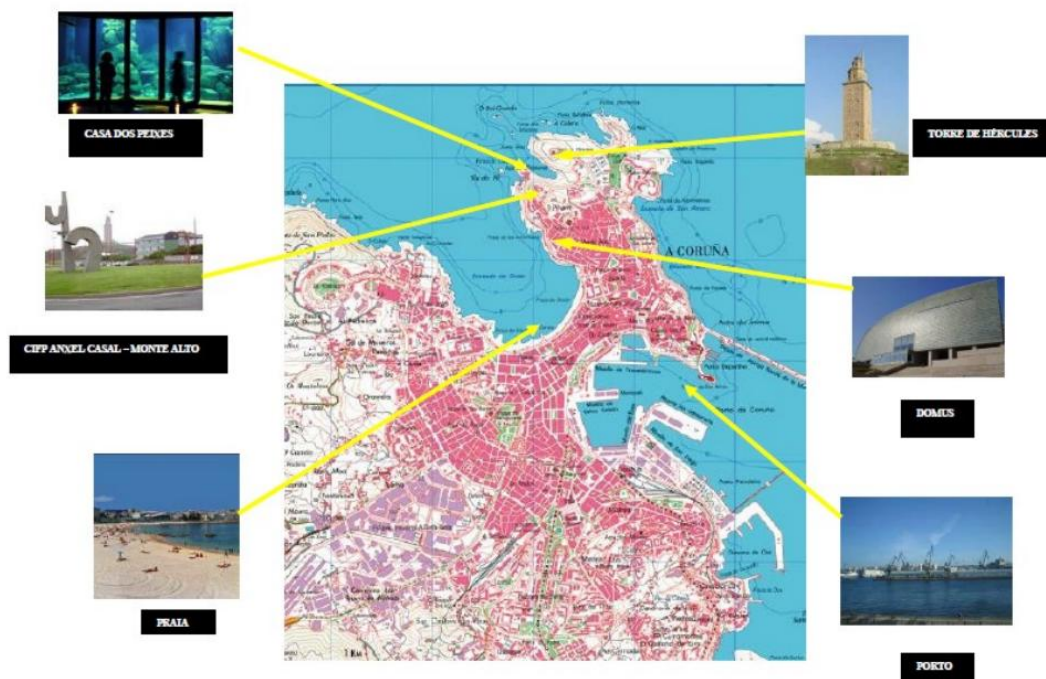


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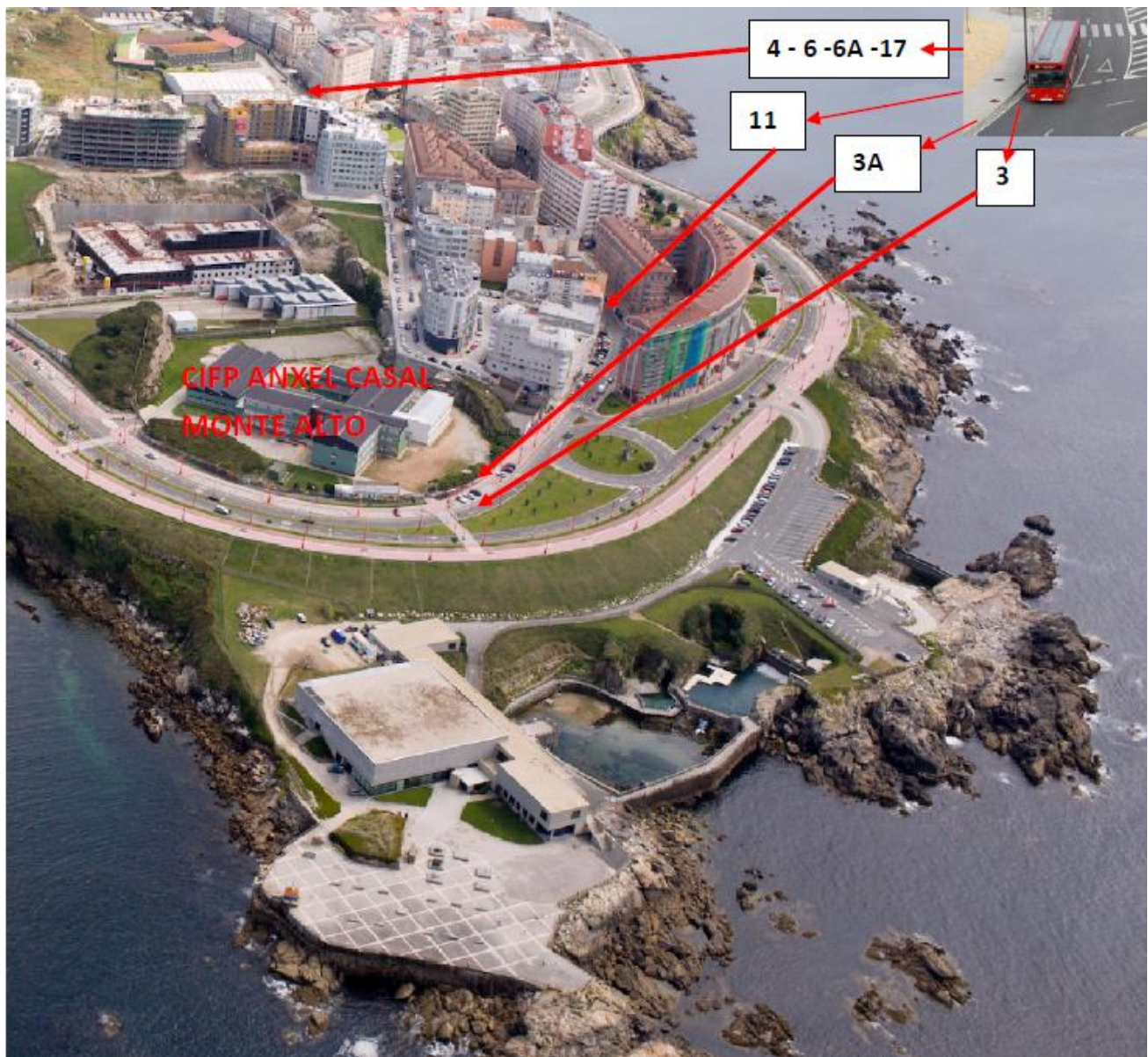
Centros
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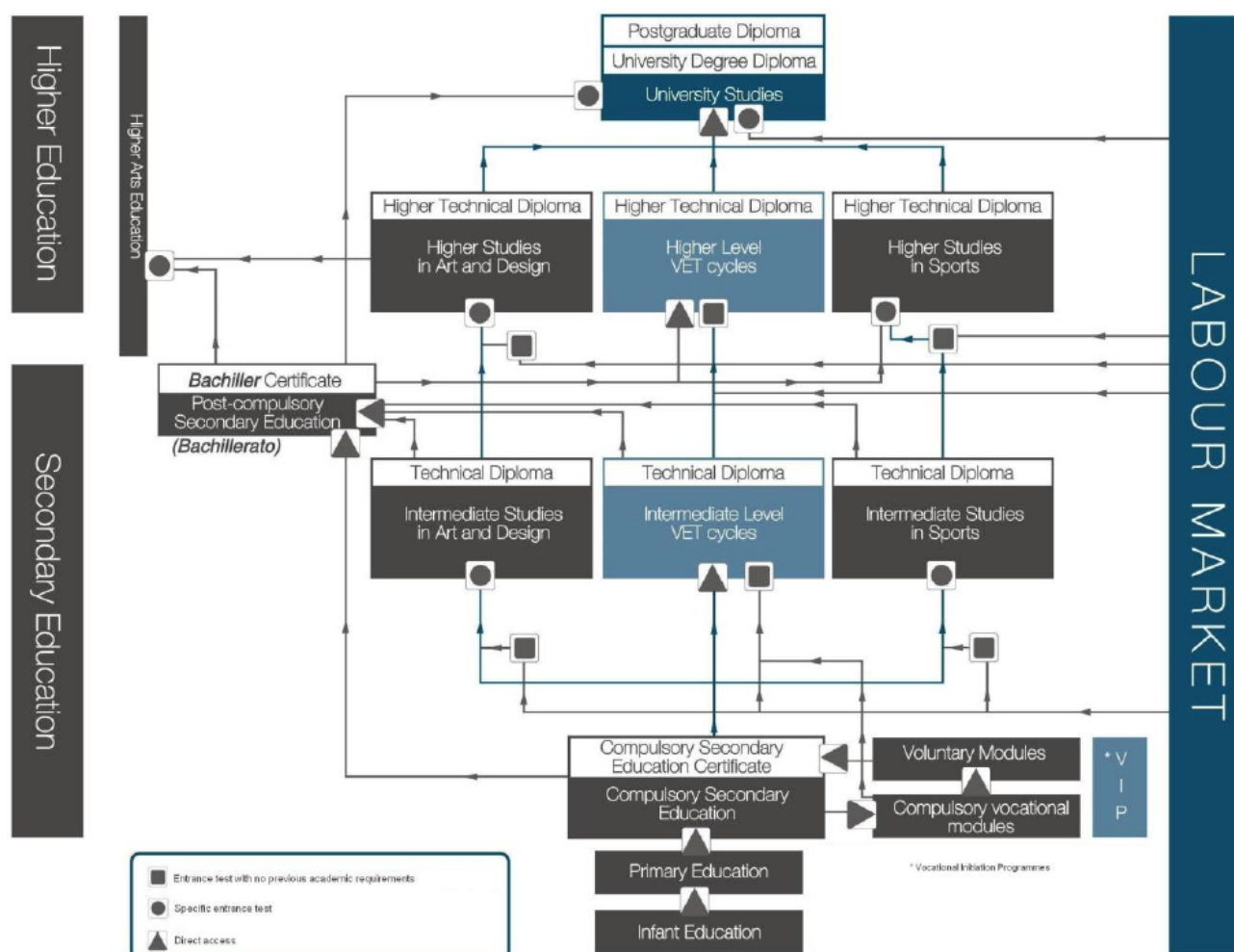


HOW TO GET HERE

In order to travel to A Coruña public transport (train or coaches) can be used. Once in the city, in order to arrive at the school, buses are available from both the train and bus stations, as well as from many other locations. In the below photo different bus stops in the vicinity of the school are shown. The relevant numbers of the bus lines have also been marked for your convenience: 3, 3A, 4, 6 and 11.



SPANISH EDUCATIONAL SYSTEM (by Europass)



STUDIES IN CIFP ÁNSEL CASAL

CIFP Ánxel Casal offers the following below courses from two branches: **Health branch (in blue)** and **Social Care branch (in orange)**.

REGULAR LEARNING (Morning timetable)

INTERMEDIATE VOCATIONAL TRAINING COURSES (VET):

Nursing Assistant and Patient Care (LOXSE)

Pharmacy and Parapharmacy

Assistance to People in Need of Care

HIGHER VOCATIONAL TRAINING COURSES

Pathological Anatomy and Cytodiagnosis

Prosthetic Audiology

Dietetics (LOXSE)

Dental and Oral Hygiene

Clinical and Biomedical Laboratory

Diagnostic Imaging and Nuclear Medicine

Dental Prosthetics

Radiotherapy and Dosimetry

Chemistry and Environmental Health

Socio Cultural and Tourist Animation

Pre-Primary Education

Social Integration

Communicative Mediation

REGULAR LEARNING FOR ADULT PEOPLE (Afternoon timetable)

INTERMEDIATE VOCATIONAL TRAINING COURSES (VET)

Nursing Assistant and Patient Care (LOXSE)

Emergency Health Care

Pharmacy and Parapharmacy

Assistance to People in Need of Care

HIGHER VOCATIONAL TRAINING COURSES

Prosthetic Audiology

Dental and Oral Hygiene

Clinical and Biomedical Laboratory

Health Documentation and Management

Pre-Primary Education

Social Integration

Communicative Mediation

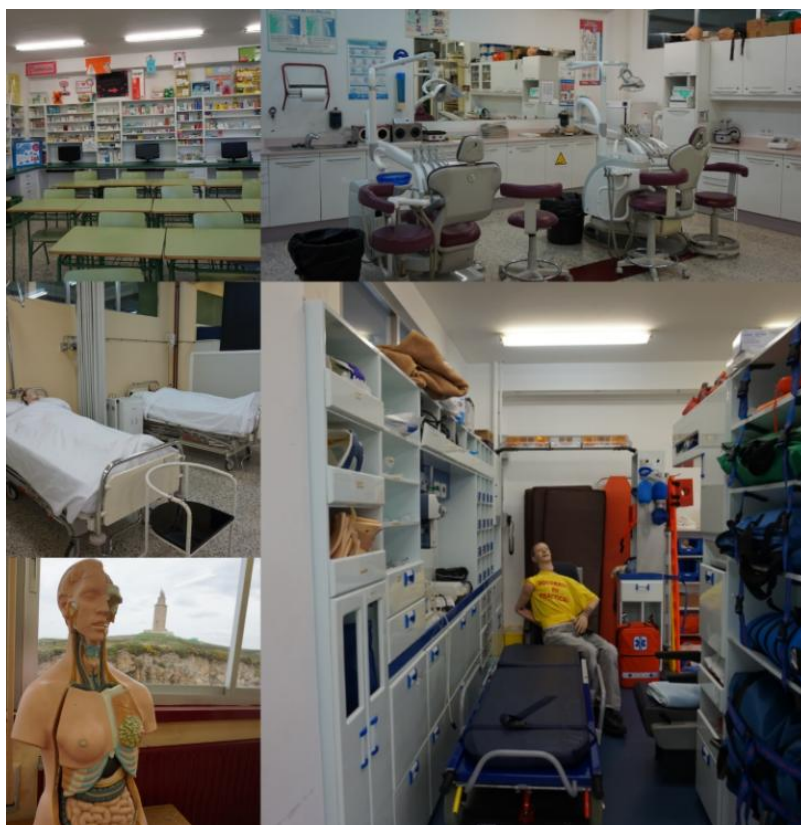
ONLINE COURSES

Pharmacy and Parapharmacy

Emergency Health Care

Assistance to People in Need of Care

Pre-Primary Education



Nursing Assistant and Patient Care

Providing auxiliary care to patients/clients and taking action on the health and hygiene condition of the patient's/client's environment as a member of a nursing team at specialized healthcare and primary-care centres under the management of a qualified nurse specialist.

Emergency Health Care

Transferring the patient to a health care centre, providing basic medical and psychological assistance in the pre-hospital setting, carrying out activities of medical teleoperation and telecare, and collaborating in the organization and development of emergency plans, predictable risks mechanisms and health care logistics in case of an individual or collective emergency or catastrophe.

Pharmacy and Parapharmacy

Assisting in the production and dispensing of pharmaceutical products, as well as selling parapharmaceutical products, encouraging the promotion of good health and carrying out administrative tasks and stock control, complying with the specifications of quality, safety and environmental protection.

Pathological Anatomy and Cytodiagnosis

Processing histological and cytological samples, selecting and doing approximations of diagnoses of general and gynecologic cytologies, and collaborating on the execution of clinical and forensic necropsies, so that they can be used as a support for clinical or medical legal diagnosis, organizing and planning work, and fulfilling service quality and resources optimization criteria, under the corresponding medical direction.

Prosthetic Audiology

Selecting and adapting audio prostheses, giving an audiological assessment, carrying out the monitoring of users and the maintenance of prostheses, as well as determining acoustic protection measures from the assessment of sound levels.

Dietetics

Design diets suited to individuals and/or groups and control the quality of human nutrition, analyzing feeding behavior and nutritional requirements; programme and implement educational activities to improve feeding habits, under appropriate supervision.

Dental and Oral Hygiene

Promoting dental and oral health of people and the community, by means of the development of preventive and technical care activities that include examination, assessment, promotion and execution of dentistry techniques, in cooperation with the odontologist or stomatologist. As a member of the dental and oral health team, he/she will carry out his/her professional activity with quality, safety and resource optimization criteria.

Clinical and Biomedical Laboratory

Carrying out analytical studies of biological samples, following normalized protocols of work, applying established quality, safety and environmental regulations, and assessing technical results, so that they can be used as a support for prevention, diagnosis and control of evolution, for the treatment of diseases, and for research, following the protocols established in the health care unit.

Diagnostic Imaging and Nuclear Medicine

Obtaining graphic, morphological or functional records of the human body, for diagnostic and therapeutic purposes, from medical prescription, using equipment for diagnostic imaging and nuclear medicine, and attending patients during their stay in the unit, applying protocols of radio protection and quality assurance, as well as those protocols established in the health care unit.

Dental Prosthetics

Designing, manufacturing and repairing dental prostheses, orthodontic appliances and occlusal splints according to prescription and optional indications, as well as performing the necessary readjustment to finish them and managing a dental prostheses laboratory performing the operations for product commercialization, and respecting the existing regulations on safety and environmental protection as well as quality specifications.

Radiotherapy and Dosimetry

Applies treatments with ionizing radiations under medical prescription, using equipment provided with sealed radioactive sources or radiation generators, applying general and specific radio protection regulations, and attending patients during their stay in the unit, as well as carrying out procedures of radiation protection in hospitals, following regulations on quality assurance and the protocols established in the health care unit.

Chemistry and Enviromental Health

Perform the inspection operations required to identify, control, survey, assess and, when appropriate, correct the factors of environmental risks to health, developing health education and promotion of programmes for people in relation to their interaction with the environment, under appropriate supervision.

Health Documentation and Management

Defining and organizing methods of information processing and clinical documentation, extracting, recording and encoding data, and validating information, ensuring regulatory compliance; as well as participating in processes of patient service and management and administrative management in health centres.

Assistance to People in Need of Care

Assisting people in need of care, both at home and at the institutional level, in order to maintain and improve their quality of life, performing caring, non-health, psycho social and home management support activities.

Socio Cultural and Tourist Animation

Scheduling, organizing, implementing and evaluating interventions of socio cultural and tourist animation by promoting the active participation of individuals and groups.

Pre-Primary Education

Designing, implementing and assessing educational projects and programmes for young children during the first level of pre-primary education within the framework of formal education, in accordance with the pedagogical proposal prepared by a schoolteacher specialized in pre-primary education or equivalent diploma, and throughout the whole stage within the framework of non formal education, creating safe environments in collaboration with other professionals and families.

Social Integration

Programming, organizing, implementing and assessing the interventions for social integration, applying strategies and specific techniques, fostering equality of opportunities, always working with an attitude of respect for those people benefitting from his/her work and guaranteeing the creation of safe environments for both the people benefiting from the work and for the professional.

Communicative Mediation

Developing interventions of communicative mediation for the deaf, deaf-blind people and hearing-impaired people, who are users of the Spanish sign language, or for people with communication, language and speech difficulties; as well as developing programmes to increase social awareness and promotion of the deaf and deaf-blind people, who are users of the Spanish sign language, respecting users' idiosyncrasy.

TRAINING PERIOD

As part of their academic training, the students complete an internship period at the end of their studies in assigned workplaces for approximately 384 hours. For this reason, the school is in contact with companies in both health and social care sectors.

ACTIVITIES FOR EMPLOYMENT

During the academic year different activities for finding employment are offered. All of these activities will be published on the school boards and on the school web-page.

These activities will be organized by the administration board, and the CIFP boarding managers will be responsible for the evaluation, accreditation and certificates of the students' professional competence. They will also keep a close observance and will propose the creation of evaluation committees, when necessary.

BUSINESS INITIATIVE

CIFP Ánxel Casal wants to create a space to spread and promote entrepreneurship and to support and advise those students who choose self-employment as a way of getting into the working world.

The CIFP has an "SME incubator", a set of well-furnished offices with meeting rooms, computers and all the necessary services to get a business started. These premises can be used for a period of two years (in some cases three years).

INTERNATIONAL PROGRAMMES

CIFP Ánxel Casal holds the Erasmus Charter for Higher Education and mainly participates in the Erasmus + programme, for Higher Education and VET.

CIFP Ánxel Casal has Erasmus + Projects: Key Action 1(K103 and K102), mobility for students and staff, and Key Action 2 (K204). Students are able to do training periods abroad. Moreover, teachers can also carry out job shadowing abroad.

The school hosts students and teachers from other countries.

OUTGOING PARTICIPANTS.

CIFP Ánxel Casal – Monte Alto will provide language support in English for the participants in any European mobility programme. The CIFP offers the participants the possibility of attending a CUALE course, which is aimed to reinforce the English language. This course will take place at the school. The language support will include not only daily useful expressions but it will also try to give the participants some knowledge about the culture and way of life of the country they are going to visit. As CIFP Ánxel Casal – Monte Alto usually has a native language assistant; he/she will have an important role in helping with all these objectives.

BILINGUAL AND PLURILINGUAL COURSES

All subjects are taught in Spanish or Galician, whilst some 'bilingual' and 'plurilingual' courses have an English language component (see below):

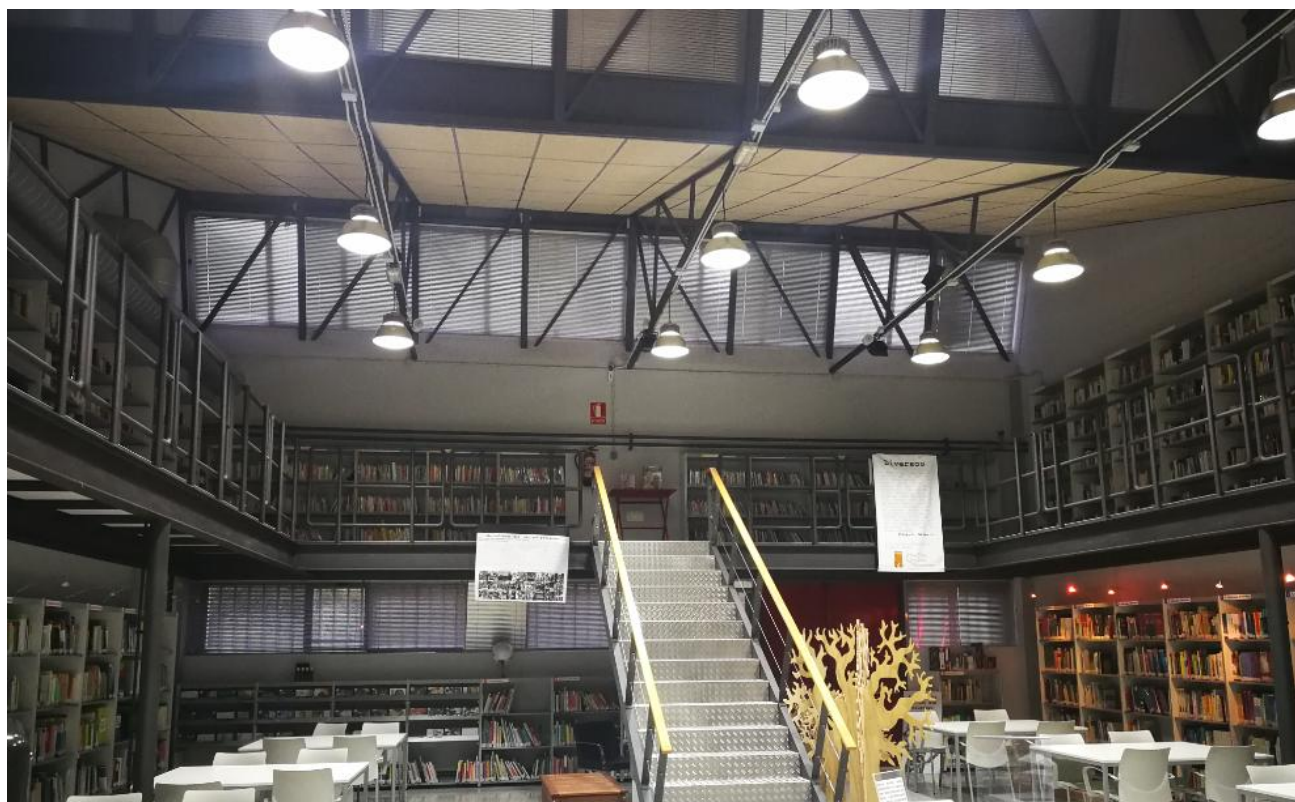
CYCLE	SUBJECT	LANGUAGE
Prosthetic Audiology	Labor and Workforce Guidance	English-Spanish
Prosthetic Audiology	Technology	English-Spanish
Dietetics	Sanitary Education and Health Promotion	English-Spanish
Chemistry and Environmental Health	Waste Management and Built Environment	English-Spanish
Emergency Health Care	Ambulance Equipment	English-Spanish
Social Integration	Communicative Mediation	English-Spanish
Prosthetic Audiology	Electronics Technology in Hearing Aid	English-Spanish

SCHOOL SERVICES

Library

In the library you can find books that provide information, text books, readers, comics, magazines, informative material in CD-Rom, music CDs, videos and newspapers, which can be either used at the library or borrowed to use elsewhere.

The library also has areas for listening to music, reading the newspaper, or watching visual material. It has the same opening hours as the school (8:30 -15:00 and 16:00- 21:30).



Before materials can be borrowed and taken out of the library they should first be registered and checked out.

Food and drinks are not allowed on the premises.

The users of the library are:

- Students
- Teachers
- Non-teaching personnel
- Master's students and students in teacher training.
- Former students
- Former teachers

If any other situation from the ones stated above arises, the interested person should get in touch with the library coordinator, but may still use any materials in the library.

Once a student has finished his/her studies or a teacher has stopped working at the school, the user becomes a “former-student”, a “former-teacher”, or “other”.

If during a period of one year there is no activity on the user’s library card they will be deleted from the system. The database of users is updated yearly in September and October so that new students, new teachers and new non-teaching personnel can be registered. Late additions will be registered by filling out a form.

Should library users wish to consult books, listen to music, watch a DVD, etc. without leaving the library they can help themselves to the relevant materials. However, music CDs, CD-Rom and DVDs must be requested from and provided by the teachers on duty. Once finished, users should leave these materials on the desk where it states: “Materiais para colocar”= (the point where books and materials should be left after use). But if this material is audiovisual or computer-based it should be handed to the on duty teacher in the library. Magazines and newspapers should be left in the display cabinet or on the relevant reading table.

Use of computers and internet access

The use of chatrooms or video games on library computers is forbidden, even during break time. Loading programs that come from outside sources is not allowed either. Should the library user fail to observe these rules, they will lose their access to computers for as long as the library committee decides.

Computers can be used for watching DVDs individually, but those users who are going to use computers for work, email etc. will be prioritized since the audiovisual area is available for the use of DVDs.

Each person is allocated a maximum of one hour of computer use. However an additional period of use can be requested if there are free computers and nobody is waiting for them.

The times the computers are available for reservation appear in the book “Quendas de ordenador” (= a book at the main desk for making a reservation) at the main desk. If the user does not show up reservations will only be kept for an additional fifteen minutes. Each computer has a number on it relevant to the reservation. During break time reservations are not available, however users can sign up to use a computer as they arrive. No more than one person is allowed. Exceptions must be authorized by the coordinator of the library.

Students can print up to 5 pages and send them to the printer at the main desk. They must provide the paper needed for their copies.

These rules are on display on the boards in the computer area and also apply to teachers (although students have priority in the use of the computers).

Computer resources

The school offers a wide range of computer services, apart from those specific to the different vocational training courses. It offers small networks of computers in the technical classrooms and has three computer rooms with a network of twenty to twenty-five computers with internet access, a printer and scanner for students to prepare their work during their course.

In addition, it also has wireless internet connection allowing students online access in any classroom of the school, enabling class-work.



Cafeteria

The school has a cafeteria on the ground floor open during the morning, afternoon and evening. It closes at lunch time.



Green Space



School timetable

The school is open from 8:30-22:30. The timetables of the different courses of study can be consulted on the web page.

Morning lessons start at 8:30 and finish at 15:00 with a break from 11:30-12:00

Afternoon and evening lessons start at 16:00 and go on until 22:30 with a break from 19:00.to 19:30.

All lessons last one hour.

		TIMETABLE			
	MONDAY	TUESDAY	WENESD.	THURSDAY	FRIDAY
8.30 -9.30 h					
9.30 -10.30 h					
10.30 -11.30 h					
		BREAK			
12.00 – 13.00 h					
13.00 -14.00 h					
14.00 -15.00 h					
15.00 - 16.00 h		CLOSED			
		AFTERNOON/EVENING			
16.00 -17.00 h					
17.00 -18.00 h					
18.00 -19.00 h					
		BREAK			
18.30 -20.30 h					
20.30 -21.30 h					
21.30 -22.30 h					



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