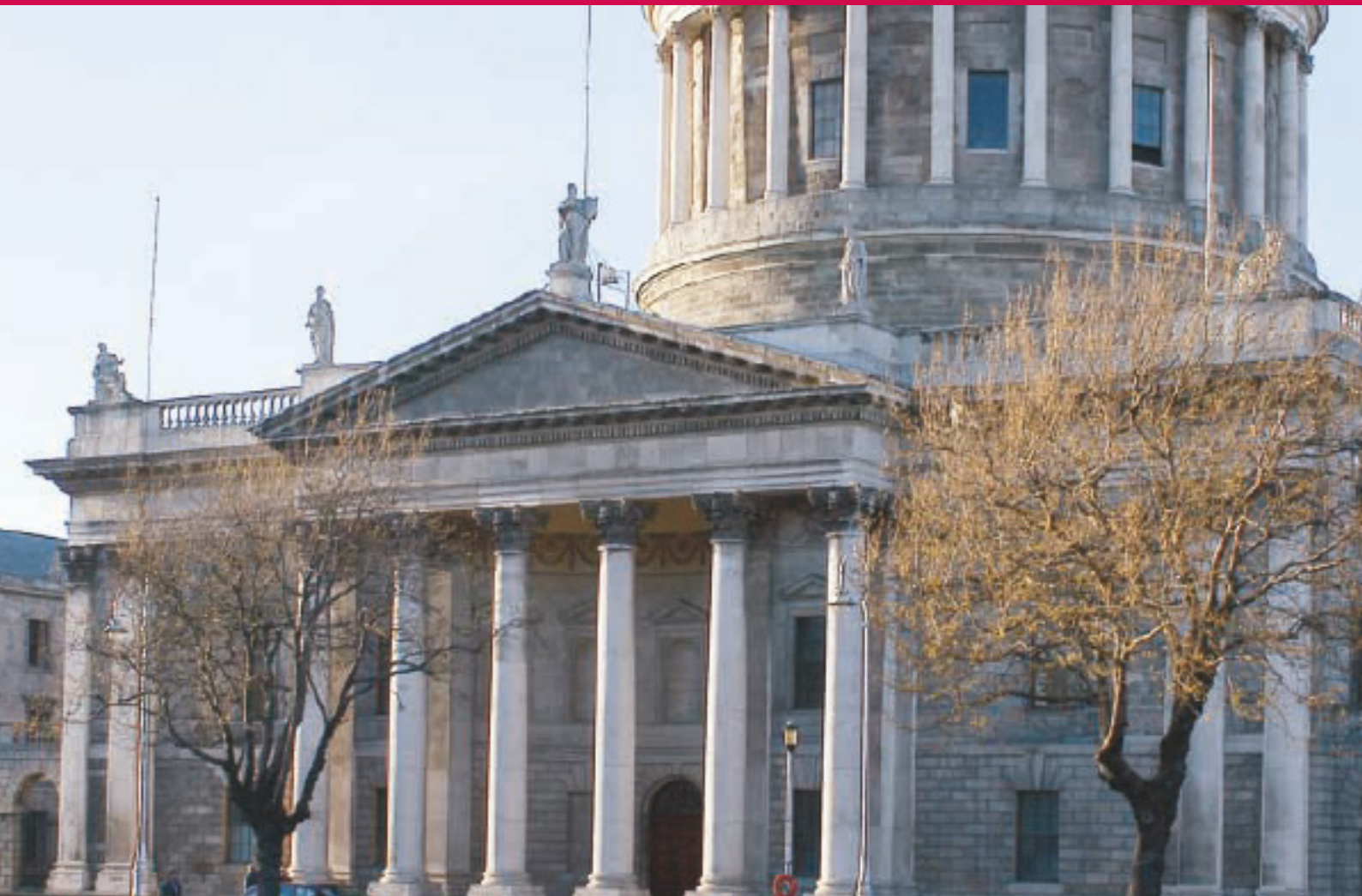


The Big Picture 2

Materials and Resources for ESOL Tutors



4 Rights and responsibilities

Lesson plan and exercises

Objectives

The students will be able to:

- read and understand information on the rights and responsibilities of tenants in Ireland
- understand information on rights at work in Ireland
- understand their voting rights in local elections

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4. Rights and Responsibilities

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4.1 Tenants Rights - Lesson Plan

Objectives:	At the end of the activity students will be able to read and understand information on the rights and responsibilities of tenants in Ireland	
Functions:	Reading for specific information	
Level:	Pre-Intermediate + Adapt for lower levels	
Materials:	• Tenants Rights Text	page 61
	• Reading Comprehension	page 62
	• Vocabulary Worksheet	page 63

Key Vocabulary

- tenant • property • in good/bad condition • in good working order
- gas pipes • electrical wiring • heating • appliances • to do repairs
- notice to quit • lease • letting agreement • deposit • damage
- monthly • weekly • by law • legally

NB Students should have already covered: basic accommodation vocabulary calling about an apartment or house, reading accommodation adverts in the newspaper or online, arranging to view a property and calling the landlord about repairs.

Instructions:

1. Pre-teach key vocabulary and expressions.
2. Pre-teach verbs of obligation (must/have to) and permission (allowed to).
3. Pre-reading: Put two or three questions on board (for example is your landlord allowed to raise the rent?/how many weeks' notice do you have to give your landlord if you are leaving?). Students discuss answers in pairs/small groups. Elicit information students already know.
4. Look at Reading Comprehension Worksheet. Read through sentences together checking for new vocabulary. Students discuss answers in pairs.
5. Reading: Students read **text on Tenants' Rights** and check if their answers were correct.
6. **Vocabulary Worksheet:** Matching activity
Pairwork. Dictionary work to check.
7. **Vocabulary Worksheet:** Gap-fill

4.1 Tenant Rights - What are My Rights as a Tenant?

Landlord entry

- Your landlord can only enter with your permission.
- The landlord must agree a time with you in advance.
- If the landlord decides to sell the property, he/she must agree viewing times with you.

Condition of property

The landlord must make sure that the property is in reasonable condition, for example:

- No damp
- In good structural condition
- Hot and cold water
- Heating and ventilation
- Appliances in good working order
- Electrical wiring
- Gas pipes in good repair



If the property is in very bad condition, you can report it to your local authority. They do an inspection and tell your landlord to do repairs.

Notice to quit

The landlord and the tenant must give at least 4 weeks' notice to leave. This must be in writing. The landlord does not need to give notice in writing when a lease finishes.

Increasing the rent

Landlords can legally increase the rent.

If you pay rent weekly, the landlord must give a week's notice of an increase in rent. If you are a monthly tenant, the landlord must give a month's notice.

Deposit

Most landlords look for a deposit. This is often one or two week's or one or two month's rent.

The landlord can keep the deposit if you:

- Do not pay rent or bills
- Do not give 4 weeks' notice before you leave
- Leave before your lease finishes
- Damage the property

Rent book

By law, your landlord must give you a rent book or a letting agreement or lease. The landlord must write the deposit and the rent in the rent book.

4.1 Tenant Rights - Reading Comprehension Worksheet

What are my rights as a tenant?



Read the text.

Is this allowed? Tick **YES** or **NO**.

The first one is done for you.

YES

NO

1. Your landlord comes into your apartment or house without calling you before. YES NO **4**
2. Your heating does not work and you have no hot water. Your landlord knows this but does not fix the problems. YES NO
3. Your landlord asks you to leave in 2 weeks because the house is for sale. YES NO
4. You pay rent every month. Your landlord tells you that the rent is going up. There is 1 week before you must pay. YES NO
5. You want to leave your apartment or house in 2 weeks. You ask your landlord for your deposit back. YES NO
6. You are renting an apartment or house. Your landlord does not give you any agreement in writing. You have no rent book. YES NO



If you have questions or if you need advice,

Contact: **THRESHOLD**

Address: 21 Stoneybatter, Dublin,
D07 KV61

Telephone: 01-678 60 96

E-mail: advice@threshold.ie

4.1 Tenant Rights - Vocabulary Worksheet

Match the words with the correct meaning.
The first one is done for you



1	4 weeks' notice	A	money that you get back when you leave
2	in good working order	B	4 weeks in advance
3	letting agreement	C	legally
4	appliances	D	not broken
5	deposit	E	lease or contract
6	by law	F	fridge, cooker, shower, washing machine, etc.

Put the words in the gaps.

deposit lease notice

1. You must give 4 weeks' _____ if you are leaving the house.
2. You can lose your _____ if you leave before your lease finishes.
3. You usually sign a _____ or letting agreement.

4.2 Your Rights at Work - Lesson Plan

Objectives: At the end of the activity students will understand information on rights at work in Ireland

Functions: Listening for specific information

Level: Pre-Intermediate
Adapt for lower levels

Materials:

- Activity Worksheet page 65
- Listening Comprehension page 66

NB. Record the listening comprehension onto your phone in advance.

Key Vocabulary

- pay/paid/unpaid • wage • salary • employer • employee • worker • obliged
- entitled • annual leave • time off • maternity leave • pregnant • equality
- overtime • rest breaks • legislation • act

Instructions:

1. Pre-teach key vocabulary and expressions.
2. Pre-teach verbs of obligation (obliged/must/have to) and entitlement (you are entitled to.)
3. Pre-listening: Ask information students already know with some simple questions, for example What is the minimum wage in Ireland? How many weeks' annual leave per year can you have?/How many weeks maternity leave can you have? Discuss: Is it the same in other countries? Compare.
4. Pre-listening: Read the Activity Worksheet.
Students discuss in pairs/small groups and predict the answers.
5. Listening: Play the recording from your phone three times, stopping after each section 1-5. Students listen to the cassette and fill in/circle the correct answers.
Students compare in pairs/small groups to see if their predictions were correct.

Consolidation/extension activities:

- Speaking: Roleplay calling the INOU to ask for information
- Writing: Write a letter/e-mail to the INOU asking for info.
- Reading/Speaking: Give simple case studies of situations where workers' rights are being infringed. (for example your employer pays you €6 per hour/ your manager tells you that you cannot have breaks)
Discuss what the worker should be entitled to in each situation and what can be done.

4.2 Your Rights at Work - Activity Worksheet

Your Rights at Work.

Student or teacher reads out Your Rights at Work from page 66.

Listen and write or circle the correct answer

The first two are done for you.



1. Pay

- a. What is the national minimum wage per hour?
- b. Is my employer obliged to give me a payslip?
- c. Is my employer entitled to pay men and women different wages for the same job?

€10.50	
Yes	No
Yes	No

2. Maternity leave

- d. How many weeks' maternity leave can I have?
- e. Can I go back to work after maternity leave?

Yes	No

3. Rest periods

- f. What is the maximum number of hours in a working week?
- g. How many minutes' break can I have after working for 4.5 hours?
- h. How many minutes' break can I have after working for 6 hours?
- i. Are the breaks paid?

Yes	No

4. Public holidays

If I work on a public holiday can I have:

- j. an extra day's holiday later?
- k. an extra day's pay?

5. Annual leave (time off)

- m. How many weeks' holiday can I have per year?

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4.2 Your Rights at Work - Listening Comprehension

1. Pay

- The National Minimum Wage 2022 gives a minimum rate of pay for all adult workers.
 - The current rate is €10.50 per hour (2022).
 - Workers under 18 years have a lower rate per hour.
- The Payment of Wages Act 1991 says that employers must give payslips to employees.
- The Employment Equality Act 1998 says that a woman must not be paid less than a man for doing the same job.

2. Maternity leave

- All pregnant employees are entitled to 26 weeks maternity leave.
- Employees are also entitled to go back to work after maternity leave.

3. Rest periods

- The maximum number of hours in a working week is 48 hours.
- This includes overtime.
- Workers can have a break of 15 minutes after working for 4.5 hours.
- Workers can have a break of 30 minutes after working for 6 hours.
- These breaks are not paid.

4. Public holidays

- Public holidays include: January 1st, St. Patrick's Day, Easter Monday, the first Monday in May, the first Monday in June, the first Monday in August, the last Monday in October, December 24th and December 25th.
- For Public holidays if employees work, they are entitled to:
 - a paid day off on the public holiday.
 - an extra day's annual leave later.
 - an extra day's pay.

5. Annual leave (time off)

- Employees can have annual leave for at least 4 working weeks per year.



For more information contact:
Irish National Organisation of the Unemployed (INOUE)
Address: Araby House, North Richmond Street, Dublin, D01 W749
Tel: (01) 856 0088 E-mail: info@inou.ie Website: www.inou.ie

4.3 Can You Vote in Local Elections - Lesson Plan

Objectives: At the end of the activity students will be able to understand their voting rights in local elections

Functions: Reading comprehension, skimming/scanning, vocabulary building,

Level: Elementary – Intermediate
Basic Literacy

Key Vocabulary

- identification card • ID • garda station • to register • candidate
- polling station • choice • re-counts

Instructions:

1. Give each student the **Information Sheet**.
2. Introduce key vocabulary and expressions.
3. Students may read the Information Sheet aloud, listen to the teacher reading, read silently or read for homework.
4. Give the students the **Worksheet**. Have them read the questions and skim and scan for information (they may do this in pairs if they wish). After they have written the answers, check the activity as a class.

Consolidation/extension activities:

- This could extend to a discussion of elections in general; students may wish to discuss the form of government in their country or how/if/when elections take place.
- Information on Irish political parties and politicians may be useful.

Note

Numeracy extensions:

This section can be used to reinforce and develop a number of numeracy skills:

- Provide opportunities for learners to interpret wage slips, introduce associated vocabulary (tax, PRSI, gross, net, overtime.)
- Provide opportunities for learners to calculate wages due.
- Build familiarity with the concept and language of large numbers
- Develop familiarity with the yearly calendar.
- Discuss what ranking means and how it is used in the Irish election process.

4.3 Can You Vote in Local Elections - Information Sheet

Can you vote?

You must be over 18.

You must have lived in Ireland for more than 9 months.

You must have identification.

How do you register?

First you must get an application form from your local Garda station, County Council or Corporation office and fill it in.

You have to bring it back to your local Garda station. You must bring two forms of identification with you.

One should be a photo ID and one a household bill (e.g. Gas, ESB, phone) that shows your address.

The garda will check your identification, sign the form and your name will be added to the register for voting in the Local Elections.

A voting card, which will have a number printed on it, is sent to your address. On voting day you must bring the card and ID to the polling station printed on the card.

How do you vote?

At the polling station (usually the hall in the local school) there will be numbers at the tables (for example 1-4000; 4001-9000; 9001-14000).

You check which table has your number and go to it.

The person there will check your card and ID and mark your name on the register. He or she will give you the voting papers and explain what to do.

Usually you write the number 1 beside the photo and name of the candidate you want to win; 2 beside your next choice and continue on.

Most people just vote for the top 3-5 candidates but some people think it's best to vote for everyone in case there are re-counts.

Then you fold the paper and put it in the ballot box.

You have voted!