The College of Haringey, Enfield and North East London



Learner Review

10 January 2012

Learner: Vivian Garcia

Key to Attendance and Punctuality percentages

- 100% to 92% is green status
- 91% to 87% is amber status
- 86% and below is red status

The Learner Review Procedure

Each learner will have met with their Personal Tutor for a 1 to 1 review to discuss the progress they are making at college and any specific support they may require to help them achieve their targets and qualification.

As part of the review each Subject Lecturer completes a report and then the Personal Tutor summaries these in the Personal Tutor Summary. Targets are then set for each learner.

Subject Targets

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 204 - Airport Check in Services (E)	76% (3)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ACI Airport Check In			

Comments / Reference / Targets

Smart Targets:

Task A, Airport check in, is due to finish within the next couple of weeks, please keep up to date with all your training notes, to ensure you meet the deadline at the beginning of December.

Comments:

You are working well Vivian, but your attendance has dropped, we have discussed this within your one to one, and have agreed that this will hopefully change for the better.

Gul Assim.

Subject	Attendance	Punctuality	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	80% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/FSI FS ICT			

Comments / Reference / Targets

Smart Targets: Complete ICT mock on 11 Oct

Comments: Anita Sampat.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 208 - Airport Baggage Facilities (E)	86% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ABF Airport Baggage Facilities			

Comments / Reference / Targets

Attendance to be improved by 01 Dec

Smart Targets:

Task A to be submitted by 24 November

Comments: Deborah Abrey.

Subject	Attendance	Punctuality	
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	81% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/PSN Passengers with Special Needs, ND2MAVE1-1DA11A/CUS BTEC Customer Service			

Comments / Reference / Targets

Smart Targets: Deadlines / Assessments

BTEC Customer Service

You need to ensure that you make the relevant adjustments to the referred tasks/elements ready for final submission on **Thursday 24th November**

(Attendance for this subject needs to be improved 75%)sad

Comments: Aviation Special Requirements

Well-done you have met your 2nd and final deadline for Task A, you have also completed your task B and achieved a Distinction in this outcome well-

done. (Attendance for this subject needs to be improved 75%)sad

Georgia Demetriou.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 203 - Aviation Communications (E)	94% (7)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/AVC Aviation Communications with FS English			

Comments / Reference / Targets

Smart Targets:

A very good attendance and punctuality!

Comments: Well done, up to date with your work.

Keep up your good work!

Sandra Mirkovic.

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Personal Targets

Area of Development:	aviation environment unit 204	Vivian Garcia Date Set: 7 October 2011 Deadline: 7 October 2011
S.M.A.R.T. Target:	i want to complete all my work that i miss while i was on holidays. be able to get distincion for all my coursework.	Dodding. 7 Goldber 2011

Area of Development:	naviation passenaet with special reduitements - anti-	Vivian Garcia Date Set: 7 October 2011 Deadline: 7 October 2011
S.W.A.K.T. Target:	i want to complete all my work that i miss while i was on holidays. be able to get distincion for all my coursework.	Deadine. 7 October 2011

Area of Development:	airport baggage facilities - unit 208	Vivian Garcia Date Set: 7 October 2011 Deadline: 7 October 2011
S.M.A.R.T. Target:	i want to complete all my work that i miss while i was on holidays.	Bedamie. 7 Goldson 2011
_	be able to get distincion for all my coursework.	

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L2 Dip Aviation Envrnmnt E	82%	100%