The College of Haringey, Enfield and North East London



Learner Review

11 January 2012

Learner: Sabra Ibrahim

Personal Tutor: Gul Assim

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	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	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 203 - Aviation Communications (E)	100% (10)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/AVC Aviation	Communications with FS English		

Comments / Reference / Targets

Smart Targets:

An excellent attendance and punctuality!

Comments:

Well done, up to date with your work.

Keep up your good work!

Sandra Mirkovic.

Subject	Attendance Punctuality		
C&G Level 2 Diploma in Aviation Environment Unit 204 - Airport Check in Services (E)	94% (7)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ACI Airport Check In			

Comments / Reference / Targets

Smart Targets:

Task \boldsymbol{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

Comments: deadline at the beginning of December.

Your attendance has been very good Sabra, well done and keep going.

Gul Assim.

Subject	Attendance Punctuality		
C&G Level 2 Diploma in Aviation Environment Unit 208 - Airport Baggage Facilities (E)	83% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ABF Airport Baggage Facilities			

Comments / Reference / Targets

Task A to be submitted by 24 November

Smart Targets:

Attendance to improve by 01 Dec

Comments: Deborah Abrey.

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Personal Targets

Area of Development:	Aviation	Sabra Ibrahim Date Set: 7 October 2011 Deadline: 7 October 2011
S.M.A.R.T. Target:	I need to improve my vocabulary, and be prepared for my role play.	Deadine: 7 October 2011

Area of Development:	Aviation	Sabra Ibrahim Date Set: 7 October 2011 Deadline: 7 October 2011
S.M.A.R.T. Target:	i need to improve my vocabulary and do my course work.	Deadine. 7 October 2011

Area of Development:	Aviation	Sabra Ibrahim
S.M.A.R.T. Target:		Date Set: 7 October 2011 Deadline: 7 October 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L2 Dip Aviation Envrnmnt E	85%	99%