# The College of Haringey, Enfield and North East London



### **Learner Review**

15 March 2012

Learner: Radiye Aygul Ozberenk Personal Tutor: Marie Welsh

### **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)	86% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21B/FSI FS ICT		

#### **Comments / Reference / Targets**

Smart Targets:

Practice on past exam papers each week until the exam in May.

Comments: Anita Sampat.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Customer Service (L3 Dip Business Yr1) (E)	89% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21B/BCS BTEC Customer Service		

#### **Comments / Reference / Targets**

Smart Targets: Complete Unit 2 by 27 April.

Comments: Anita Sampat.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	94% (7)	100% (10)
Modules:		
NE3MBUS1-1DA21B/FSE FS English		

#### **Comments / Reference / Targets**

Smart Targets: Write a covering letter by 30th March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality

BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	94% (7)	100% (10)
Modules:		
NE3MBUS1-1DA21B/BUE Business Resources , NE3MBUS1-1DA21B/RAS Recruitment and Selection		

#### **Comments / Reference / Targets**

Smart Targets: Submit all outstanding tasks for Unit2 by 23/03/12

Comments: Some good work to date

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	95% (8)	100% (10)
Modules:		
NE3MBUS1-1DA21B/FSE FS English		

#### Comments / Reference / Targets

Smart Targets: Write a briefing paper by the end of March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1		
(Enfield) BTEC Level 3 Extended Diploma Business GpB Yr1	89% (5)	100% (10)
(Tutorial & General Unit) (E)		

#### Modules:

NE3MBUS1-1DA21B/TUT Tutorial, NE3MBUS1-1DA21B/DTB Developing Teams in Business, NE3MBUS1-1DA21B/ITM Introduction to Marketing, NE3MBUS1-1DA21B/INM Introduction to Marketing, NE3MBUS1-1DA21B/MBE Managing a Business Event

#### **Comments / Reference / Targets**

Smart Targets: Complete Unit 3, Unit 19 and Unit 18 with at least Merits by the end of March

with all the work in your Folder

Pleased to see you smiling again and attending all lessons - well done for

Comments: Passing P1/P2 Unit 18- now need to get all those merits done, speak to me if

you need any help.

Mandy Hayward.

Subject Attendance	Punctuality
--------------------	-------------

BTEC Level 3 Extended Diploma in Business Yr1 (Enfield)		100%
BTEC Level 3 Extended Diploma Business GpB Yr1 (Tutorial & General Unit) (E) (4)		(10)
Modules:		
NE3MBUS1-1DA21B/HAS Health and Safety		

### **Comments / Reference / Targets**

Smart Targets: Unit 27 H&S Assignment - submit by March 30th 2012

You are making some progress in this unit but it is disappointing that you were not present for the risk assessment activity, scheduled now for March

2nd. After the visit to Britvic, you will have completed the research for this unit.

Marie Welsh.

Comments:

...

# **Personal Targets**

Area of Development:	Volunteering Record	Mandy Hayward  Date Set: 4 November 2011  Deadline: 11 November 2011
IIIS IVI A P I I STABT!	Update volunteering record for all work experience and volunteering you are doing.	Deading. 11 November 2011

Area of Development:	Grammar	Mandy Hayward  Date Set: 4 November 2011  Deadline: 25 November 2011
S.M.A.R.T. Target:	need to show me evidence you are working on grammar by producing exercises completed from grammar book. next one to one	Deaume. 20 November 2011

Area of Development:	II A 11 I	Chrystalla Kyriacou  Date Set: 13 October 2011  Deadline: 1 December 2011
S.M.A.R.T. Target:	Attendance is good.  You need to prepare NOW the two reading texts for the exam in November, 11.  Grammar can be improved via the suggestions made in class.	

## **Tutor Review**

### **Comments / Reference / Targets**

None.

Course	Attendance	Punctuality
GCSE English EGpK	81%	100%
BTEC L3 Ext Dip Business Y1 EGpB	91%	99%