The College of Haringey, Enfield and North East London



Learner Review

13 March 2012

Learner: Oliver Ibekwem

Personal Tutor: Georgia Demetriou

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 1 Diploma in Travel & Tourism Unit 113 Accessible Travel and Tourism (E)	95% (7)	83% (4)		
Modules:				
ND1MTRT1-1DA11A/LOG Locational Geography				

Comments / Reference / Targets

Smart Targets: Improve your punctuality by 14 March

Comments: Oliver needs to attend and be punctual to all lessons as this may affect his

understanding of the unit

Deborah Abrey.

Subject	Attendance	Punctuality
C&G Level 1 Diploma in Travel & Tourism Unit 109 UK Travel and Tourism Destinations (E)	81% (4)	98% (9)
Modules:		
ND1MTRT1-1DA11A/CUS Customer Service, ND1MTRT1-1DA11A/PRE Preparing for Employement		

Comments / Reference / Targets

Smart Targets:

Comments:

Oliver, your attendance is falling down!!! You need to improve your

attendance!!

You have not completed unit 109, dont worry, you will have to revise again, so

you will have an online test again next week!

Good luck Oliver!!

You need to catch up with unit 105 Preparing for employment!!

Sandra Mirkovic.

Subject	Attendance	Punctuality		
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	81% (4)	92% (6)		
Modules:				
ND1MTRT1-1DA11A/FSI FS ICT				

Smart Targets: Practice your spreadsheet skills each week to prepare for exam in May.

Good attitude towards work. You try to complete all given tasks. To develop

Comments: you need to do additional practice outside of class and focus on written

instructions.

Anita Sampat.

Subject	Attendance	Punctuality		
C&G Level 1 Diploma in Travel & Tourism Functional English (C&G Level 1 Tourism Grp A & B) (E)	91% (5)	90% (5)		
Modules:				
ND1MTRT1-1DA11A/FSE FS English				

Comments / Reference / Targets

Smart Targets: Practice writing and reading outside class. Focus

Comments: Amanda Odilibe.

Subject	Attendance	Punctuality
C&G Level 1 Diploma in Travel & Tourism C&G Level 1 Diploma in Travel & Tourism GpA (E) (Tutorial & General Unit)	90% (5)	91% (6)
Modules:		
ND1MTRT1-1DA11A/TUT Tutorial , ND1MTRT1-1DA11A/LOG Locational Geography		

Comments / Reference / Targets

Smart Targets:

Comments: see tutor review

Georgia Demetriou.

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Personal Targets

Area of Development:	Improve Literacy Skills	Schnell Smith Date Set: 28 September 2011 Deadline: 19 October 2011
S.M.A.R.T. Target:	Learning support aids which will help you improve literacy. Keeping a dictionary of words so that you can learn the meaning.	Deadinie. 19 October 2011

Area of Development:	support services	Oliver Ibekwem Date Set: 4 January 2012 Deadline: 12 January 2012
S.M.A.R.T. Target:	need to make sure to answer my phone and organise my appointment with Fleur for additional learning support!	Deadine: 12 January 2012

Area of Development:	DEADLINE	Oliver Ibekwem
S.M.A.R.T. Target:	Revise for on-line test	Date Set: 4 January 2012 Deadline: 13 January 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review:

Term 1

Oliver your attendance / punctuality needs to improve.

You have a great/positive attitude to your studies and you work very well with your peers during classroom activities, however you need to make sure that you attend your additional learning support sessions so that extra help and guidance can be given. The support sessions will enable you to pass the qualification and improve your English literacy level to a standard that you feel comfortable in working independently with. Make sure you use your additional study days to do some revision for you functional skills IT mock paper and your vocational on-line tests, if your prepare yourself in advance it will enable you to achieve a pass grade in all your vocational units.

Keep up the good work!

Issues Raised: Attendance

Georgia Demetriou.

Review Term: Autumn/Spring/Summer

Review:

Make sureyou arrive to all your lessons and ensure that you arrive on time, the start of the class session is very important so that you do not miss the aims and objectives. **Oliver**you need to improve on your punctuality, attendance and deadline keeping, if you are not in college you are not learning and this will affect your overall grade, when you are in college you must engage yourself more with classroom activities and discussions.

You need to make sure you hand in your deadlines on time so that the appropriate interim feedback can be given by your assessors, this will also give you the opportunity to pass the unit on time as well as improve your grades.

Issues Raised: Deadlines/ Punctuality /Attendance

Georgia Demetriou.

Course	Attendance	Punctuality
C&G L1 Dip Travel & Tourism EGpA	87%	95%