The College of Haringey, Enfield and North East London



Learner Review

11 January 2012

Learner: Antoinette Kalunga 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	
C&G Level 2 Diploma in Aviation Environment Unit 208 - Airport Baggage Facilities (E)	67% (2)	75% (3)	
Modules:			
ND2MAVE1-1DA11A/ABF Airport Baggage Facilities			

Comments / Reference / Targets

Task A to be submitted by 24 November

Smart Targets: Task B to be completed by 01 Dec

Attendance to be improved by 01 Dec

Comments: Deborah Abrey.

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	
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	0% (1)	0% (1)	

Comments / Reference / Targets

Smart Targets: Deadline/ Assessments

BTEC Customer Service

Antoinette you failed to meet your deadline for outcome 1 this was due in after term. You need to make sure that this is handed in no later than Tuesday 22nd November. You need to improve your attendance and your

deadline keeping

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 Pass in this outcome well-done. (Attendance for this subject is excellent at 100% well-done make sure you keep this up)

Georgia Demetriou.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 204 - Airport Check in Services (E)	65% (2)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ACI Airport Ch	neck In		

Comments / Reference / Targets

Smart Targets:

Comments:

Task A, Airport check in, is due to finish within the next couple of weeks. You are working well and your punctuality has been excellent, but as we have discussed in your one to one, you do need to take care with your attendance.

Gul Assim.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in			
Aviation Environment	81%	92%	
Unit 203 - Aviation	(4)	(6)	
Communications (E)			
Modules:			
ND2MAVE1-1DA11A/AVC Aviation	Communications with FS English		

Comments / Reference / Targets

Smart Targets:

You need to improve on your attendance, and meet your deadline.

Comments:

Good classroom discussions. Well done!

Sandra Mirkovic.

..

Personal Targets

Area of Development:	work on time	Antoinette Kalunga Date Set: 7 October 2011 Deadline: 7 October 2011
S.M.A.R.T. Target:	i need to hand in my work on time and take time outside college.	Deadine. 7 October 2011

Area of Development:		Georgia Demetriou Date Set: 23 November 2011
S.M.A.R.T. Target:	You need to complete (P4)!	Deadline: 30 November 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L2 Dip Aviation Envrnmnt E	69%	94%