The College of Haringey, Enfield and North East London



Learner Review

12 January 2012

Learner: Nigel Ikombo

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 | |
|---|------------|--------------|--|
| BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E) | 93% (7) | 100% (10) | |
| Modules: | | | |
| NE3MBUS1-1DA21C/BUR Business Resources | | | |

Comments / Reference / Targets

Smart Targets: Attempt all merit and distinction tasks over the holidays

Comments: Very positive contribution in class.

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) | 100% (10) | 100% (10) | |
| Modules: | | | |
| NE3MBUS1-1DA21C/FSE FS Englis | <u></u> | | |

Comments / Reference / Targets

Smart Targets: Complete a L2 FS English writing exam by Oct term. Proofread and check

your use of apostrophes for contractions (I'm) and commas.

Comments:

Donna Kavanagh.

| Subject | Attendance | Punctuality | |
|-------------------------------|------------|-------------|--|
| BTEC Level 3 Extended | | | |
| Diploma in Business Yr1 | | | |
| (Enfield) | 88% | 91% | |
| BTEC Level 3 Extended | (4) | (6) | |
| Diploma Business GpC Yr1 | , , | ` ' | |
| (Tutorial & General Unit) (E) | | | |

Modules:

NE3MBUS1-1DA21C/TUT Tutorial , NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

Comments / Reference / Targets

Smart Targets: Achieve 2 out 3 Units with Distinction to achieve your Overall Target

You have improved your attendance but you need to focus on the target of

Distinction overall. This requires you to be working on the Merits and Distinctions now. Also, sort out your organisation, notes and background

reading. And time management in adhering to deadlines, you have the ability,

so work harder.

Mandy Hayward.

Comments:

| Subject | Attendance | Punctuality | | |
|---|--------------------|-------------|--|--|
| BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E) | 83% (4) | 85% (4) | | |
| Modules: | | | | |
| NE3MBUS1-1DA21C/BUE Bu | siness Environment | | | |

Comments / Reference / Targets

Smart Targets: Complete corrections by 20th January 2012

Comments: Making progress in unit, mostly participating but can loose focus on occasion.

Marie Welsh.

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Personal Targets

| Area of Development: | II 🔾 A I | Mandy Hayward Date Set: 15 September 2011 Deadline: 15 October 2011 |
|----------------------|--|---|
| S M A P T Target | Make sure you find out more about Career Academy and when application form comes out, complete it with care. Objective to get into Career Academy. | Deaume. 15 October 2011 |

| Area of Development: | Business Start up seminar | Nigel Ikombo Date Set: 14 November 2011 Deadline: 14 November 2011 |
|------------------------|---|--|
| IIIS IVI A R I I STABT | On thursday in Hall 1 go to 'James Caan's Business Secrets | Deadline: 14 November 2011 |

| Area of Development: | Organisation and Planning | Mandy Hayward Date Set: 15 September 2011 Deadline: 14 December 2011 |
|----------------------|--|--|
| 111 | Sort out a folder for all course notes, assignments and timetable. Still do not see folder. Show me next lesson. | Deading. 14 December 2011 |

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: Had issues where football academy wanted Nigel to play matches when his business course was on. Agreed to go to training but not participate in matches when business classes are on.

Issues Raised: Nigel Ikombo[3/10/11, 09:30]:Dear Mandy, I would like to apologize for any inconvieniences. I would just like to say that I have made the business my prioty and will not leave lessons to go to matches on a Wedensday. However outside of the course I wish to continue training with the football academy outside of the business course on Thursdays and Fridays. Thank you

Mandy Hayward.

Review Term: Autumn/Spring/Summer

Review: You have made progress in Unit 1 this term and you now need to submit all outstanding work by 04/01/12.

Issues Raised:

Marie Welsh.

| Course | Attendance | Punctuality |
|----------------------------------|------------|-------------|
| BTEC L3 Ext Dip Business Y1 EGpC | 91% | 94% |