The College of Haringey, Enfield and North East London



Learner Review

16 January 2012

Learner: Melek Musa

Personal Tutor: Carol Chapman

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			
Dip L2 Hairdressing (E) English - Functional Skills (E) (Dip L2 Hair)	60% (1)	100% (10)			
Modules:					
NV2MHAR1-1DA11C/FSK Functional Skills					

Comments / Reference / Targets

Write a short report expressing an opinion. Use correct punctuation and Smart Targets:

subject-verb agreement.

Comments: Needs to attend more lessons in order to achieve.

Andrew Lisk.

Attendance	Punctuality			
83% (4)	96% (8)			
Modules:				
	83%			

NV2MHAR1-1DA11C/WKS Workshop, NV2MHAR1-1DA11C/ENR Enrichment, NV2MHAR1-1DA11C/PRA Practical, NV2MHAR1-1DA11C/TUT Tutorial

Comments / Reference / Targets

Melek is working well and now needs to concentrate on gaining assessments

in the following: 2 shampoos,1 blow dry and 1 set before the February half **Smart Targets:**

Melek has achieved a good standard of work this term and now needs to Comments:

attend all sessions to ensure assessment opportunities are not missed.

Carol Chapman.

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: Melek is a very polite and pleasant student who works well in all subjects when she attends, unfortunately her attendance will affect her achievements if this does not improve this year.

Issues Raised: Melek needs to improve her attendance to ensure she gains the full qualification, which she is more than capable of achieving.

Carol Chapman.

Course	Attendance	Punctuality
Dip L2 Hairdressing FT EGpC	73%	94%