The College of Haringey, Enfield and North East London



Learner Review

11 January 2012

Learner: Tashelle Gillespie 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)	100% (10)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ABF Airport Baggage Facilities			

Comments / Reference / Targets

Smart Targets: Task A to be submitted by 24 November

Comments: Well done on your excellent attendance - Keep it up

Deborah Abrey.

Subject	Attendance	100% (10)	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)		
Modules:			
ND2MAVE1-1DA11A/FSI FS ICT			

Comments / Reference / Targets

Smart Targets: Print out ICT initial assessment and submit to me by 11 Oct

Comments: Because you do not currently have access to a printer in the Travel Centre

Anita Sampat.

Subject	Attendance	Punctuality	
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	100% (10)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/PSN Passengers with Special Needs , ND2MAVE1-1DA11A/CUS BTEC Customer Service			

Comments / Reference / Targets

Smart Targets: Deadlines/ Assessments

BTEC Customer Service

You need to ensure that you make the relevant adjustments to the referred tasks/elements ready for final submission on **Thursday 24th November**

(attendance for this subject is excellent 100%) approve

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 100%) smile

Georgia Demetriou.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 204 - Airport Check in Services (E)	82% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ACI Airport Check In			

Comments / Reference / Targets

Smart Targets:

Task A, Airport check in, is due to finish within the next couple of weeks, please keep up to date with all your training notes, to ensure you meet the

Comments: deadline at the beginning of December.

Your working well Tashelle, but you need to pay attention to your attendance.

Gul Assim.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 203 - Aviation Communications (E)	88% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/AVC Avi	ation Communications with FS English		

Comments / Reference / Targets

Smart Targets:

A very good attendance and punctuality!

Comments:

Well done, up to date with your work.

Keep up your good work!

Sandra Mirkovic.

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Personal Targets

Area of Development:	Georgia Demetriou
S.M.A.R.T. Target:	 Date Set: 23 November 2011 Deadline: 30 November 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L2 Dip Aviation Envrnmnt E	92%	99%