The College of Haringey, Enfield and North East London



Learner Review

16 March 2012

Learner: Naomi Rianna Whynn Personal Tutor: Upal Banerjee

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 Diploma in Business Yr2 (Enfield) BTEC Level 3 Extended Diploma in Business GpA Yr2 (E) (Tutorial & General Unit)	71% (3)	95% (7)
Modules:		
NE3MBUS1-1DA22A/MBE Managing a Business Event NE3MBUS1-1DA22A/TRB Training in Business		

Comments / Reference / Targets

Smart Targets: Improve your attendance to lessons, complete Unit 18 and Unit 17 Passes at

least by end of March and work filed in your folder with front cover

Your attendance is 75% and we are doing practical units - so how are you going to get the evidence? You have about 12 weeks to go and you are not attending college. You are in danger of failing if this does not change. You

have not attended any of training in business, so how can you pass unit?

Mandy Hayward.

Subject	Attendance	Punctuality	
GCSE English GCSE English Day GpG (GC2MENG1_1DA11G) (E)	78% (3)	82% (4)	
Modules:			
GC2MENG1-1DA11G/ENG GCSE English			

Comments / Reference / Targets

1- Your attendance needs to improve to at least 87%. You need to attend all your lessons until the end of the term

2- Read Anita and Me by the end of March in preparation for unit 2

3 - Study the guide for Anita and Me given to you in class and demonstrate it

every lesson by commentting on the key features of each chapter

Naomi you have made good progress and you have the potential to achieve a good grade but you need to improve your attendance and revise what is

covered in class. This is an important qualification for university and

employment and therefore you need to put in the effort to achieva a good

grade.

Torcato Coutinho.

Comments:

Smart Targets:

Subject	Attendance	Punctuality
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BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Extended Diploma in Business GpA Yr2 (E) (Tutorial & General Unit)	82% (4)	100% (10)
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Modules:

NE3MBUS1-1DA22A/DPC Development Planning for Career, NE3MBUS1-1DA22A/TUT Tutorial, NE3MBUS1-1DA22A/HRM Development Planning for Career

Comments / Reference / Targets

Smart Targets: Attendance needs to improve to above 85%. Submit all outstanding tasks by

23/03/12

Comments: You need to attend more in order to achieve your target grades as you are

currently not on target.

Upal Banerjee.

Subject	Attendance	Punctuality
GCSE English GCSE English Day GpG (GC2MENG1_1DA11G) (E)	82% (4)	78% (3)
Modules:		
GC2MENG1-1DA11G/ENG G	CSE English	

Comments / Reference / Targets

1- Improve your attendance to a minimum of 87%. Attend all lessons from now on starting w/c 09/01/12

2- Complete task 1 for speaking & listening (unit 3) by w/c 09/01/12

3- Read "Anita & Me" by the end of half term in preparation for Unit 3 and 2 assessment tasks

Smart Targets:

3- Log in to the edexcel website and read/analyse examplars from last year's

students in the next 4 weeks

4- Log in to the edexcel website and listen to the mp3 files and read scrips as examples for unit 3 in the course of the next 4 weeks

Naomi you have the potential to do really well in this important qualification and obtain a good grade but you need to improve your attendance. You have done well so far despite having joined the course late.

Torcato Coutinho.

Comments:

Subject	Attendance	Punctuality	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	83% (4)	100% (10)	

Modules:

NE3MBUS1-1DA22A/FSI FS ICT

Smart Targets: Complete past exam papers each week to prepare for exam in May.

Comments: Anita Sampat.

Subject	Attendance	Punctuality
BTEC Level 3 Diploma in Business Yr2 (Enfield) Unit 27 Understanding Health & Safety in the Business Workplace (E)	84% (4)	88% (4)
Modules:		
NE3MBUS1-1DA22A/HSW Health a	nd Safety in Business Workplace	

Comments / Reference / Targets

Smart Targets: Complete any corrections for this unit by 20th February 2012.

Comments: Research tasks completed and assignment submitted within the deadline.

Marie Welsh.

Subject	Attendance	Punctuality
BTEC Level 3 Diploma in Business Yr2 (Enfield) Unit 18 Managing a Business Event (E)	92% (6)	100% (10)
Modules:		
NE3MBUS1-1DA22A/MBE Managing a Business Event		

Comments / Reference / Targets

Smart Targets: Hand in all completed work for this unit

I am not sure what you did for this unit as you missed a number of key

Comments: lessons. You may need to go back to your other events you have organised -

health issues and do a tutorial visit to learners. Otherwise this is a very low

grade due to poor contribution and attendance.

Mandy Hayward.

Subject	Attendance	Punctuality
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Extended Diploma in Business GpA Yr2 (E) (Tutorial & General Unit)	93% (7)	100% (10)

Modules:

NE3MBUS1-1DA22A/TUT Tutorial, NE3MBUS1-1DA22A/HRM Human Resource Management, NE3MBUS1-1DA22A/CUS BTEC Customer Service

Comments / Reference / Targets

Smart Targets: You are behind target to achieve your final grade. All work for the first terms

units must be submitted by end of Jan

Comments: Slightly disappointing attendance and punctuality figures. Need to focus more

and work harder.

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Customer Service (L3 Dip Business Yr2) (E)	78% (3)	100% (10)
Modules:		
NE3MBUS1-1DA22A/CUS BTEC Customer Service		

Comments / Reference / Targets

Smart Targets: Complete Task 1-3 by 26 March

Comments: I have not seen any work from you as you have missed some lessons. Please

aim to meet the given deadline.

Anita Sampat.

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Personal Targets

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Area of Development:	UCAS	Upal Banerjee
		Date Set: 6 October 2011
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S.M.A.R.T. Target:	1 1	Deadline: 6 October 2011
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Area of Development:		Upal Banerjee Date Set: 6 October 2011
S.M.A.R.T. Target:	Log on by 15/10/11	Deadline: 6 October 2011

Area of Development:		Torcato Coutinho Date Set: 20 October 2011 Deadline: 20 October 2011
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Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y2 EGpA	77%	97%
Numeracy L2 Eve EGpB	35%	100%
GCSE English EGpG	80%	84%