The College of Haringey, Enfield and North East London



Learner Review

12 January 2012

Learner: Paige Whynn

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 1 The Business Environment (E)	92% (6)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/BUE Business Environment			

Comments / Reference / Targets

Smart Targets: Complete corrections by January 20th 2012.

Comments: Making in this unit, good contribution in class.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	97% (8)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/BUR Business Resources			

Comments / Reference / Targets

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

Comments: Very good progress made

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 English			

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 capital letters.

Comments:

Donna Kavanagh.

Subject Attendance Punctuality	Subject	~ • • • • • • • • • • • • • • • • • • •	Attendance	Punctuality
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BTEC Level 3 Extended Diploma in Business Yr1 (Enfield)	96%	100%	
BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	(8)	(10)	
Modules:			
NE3MBUS1-1DA21C/TUT Tutorial , NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to			
Marketing			

Comments / Reference / Targets

Smart Targets:

To complete 2 out of 3 units with Distinction to achieve your overall Grade of Distinction by Jon 2012

Distinction by Jan 2012

You need to be completing 2 out of 3 units with Distinction, so you need to

develop your analysis and evaluation skills and business knowledge to ensure you know how to complete the higher tasks. Hard work is required to hit this

target. Working well.

Mandy Hayward.

Comments:

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Personal Targets

Area of Development:	Volunteering	Mandy Hayward Date Set: 7 November 2011 Deadline: 18 January 2011
S.M.A.R.T. Target:	sign up to World Wide Volunteering Organisation and keep record of volunteering. objective to do 25 hours over the year.	Deadine. 10 January 2011

Area of Development:	business	Paige Whynn Date Set: 19 September 2011 Deadline: 3 October 2011
IIS M A R I I ardet.	Achieve at least 95% attendance and punctuality record by the end of September	Deadine: 3 October 2011

Area of Development:	Leadership Skills	Mandy Hayward Date Set: 7 November 2011 Deadline: 14 November 2011
IIS IVIA PI I STABT I	Need to take lead and get group sorted out for christmas fayre on 6th Dec. Then give me update.	Deadine. 14 November 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: Progress has been made in Unit 1 this term. Submit P5 and P6 by 04/01/12.

Issues Raised:

Marie Welsh.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	94%	100%