The College of Haringey, Enfield and North East London



Learner Review

13 March 2012

Learner: Abdul Omar

Personal Tutor: Georgia Demetriou

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 1 Diploma in			
Travel & Tourism	83%	98%	
Unit 109 UK Travel and	(4)	(9)	
Tourism Destinations (E)	` `	, ,	
Modules:			
ND1MTRT1-1DA11A/CUS Customer Service, ND1MTRT1-1DA11A/PRE Preparing for Employement			

Comments / Reference / Targets

Smart Targets:

Abdul, you need to make sure that your attendance does not fall below 85%!!!!

Comments: You have completed unit 109, well done!

You need to catch up with unit 105 Preparing for employment

Sandra Mirkovic.

Subject	Attendance	Punctuality
C&G Level 1 Diploma in Travel & Tourism Functional English (C&G Level 1 Tourism Grp A & B) (E)	82% (4)	100% (10)
Modules:		
ND1MTRT1-1DA11A/FSE FS Engl	ish	

Comments / Reference / Targets

Smart Targets: focus and pay attention in class

Comments: Amanda Odilibe.

Subject	Attendance	Punctuality		
C&G Level 1 Diploma in				
Travel & Tourism	95%	94%		
Unit 113 Accessible Travel	(7)	(7)		
and Tourism (E)				
Modules:				
ND1MTRT1-1DA11A/LOG Locationa	al Geography			

Comments / Reference / Targets

Smart Targets: Complete Task A P6 for Unit 113 by 7 March

Comments: Excellent attendance this term 100%- Keep it up

Deborah Abrey.

Subject	Attendance	Punctuality		
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	94% (7)		
Modules:				
ND1MTRT1-1DA11A/FSI FS I	СТ			

Comments / Reference / Targets

Smart Targets: Practice your spreadsheet skills each week to prepare for exam in May.

Comments: You have made progress since last term but you need to focus more in class

and avoid using the phone, chatting with others and being disruptive.

Anita Sampat.

Subject	Attendance	Punctuality		
C&G Level 1 Diploma in Travel & Tourism C&G Level 1 Diploma in Travel & Tourism GpA (E) (Tutorial & General Unit)	87% (4)	97% (9)		
Modules:				
ND1MTRT1-1DA11A/TUT Tutorial, ND1MTRT1-1DA11A/LOG Locational Geography				

Comments / Reference / Targets

Smart Targets:

Comments: see tutor review

Georgia Demetriou.

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Personal Targets

Area of Development:	Attendance and Punctuality	Schnell Smith Date Set: 14 October 2011 Deadline: 31 October 2011
IIS MIN PI I STABT	Achieve at least 95% attendance and punctuality record for the month of October	Deadinie. 31 October 2011

Area of Development:	jueaumie j	Abdul Omar
S.M.A.R.T. Target:	i need to revise for my online test	Date Set: 4 January 2012 Deadline: 13 January 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review:

Make sureyou arrive to all your lessons and ensure that you arrive on time, the start of the class session is very important so that you do not miss the aims and objectives. **Abdul**you need to improve on your punctuality, attendance and behavior, if you are not in college you are not learning and this will affect your overall grade, when you are in college you must engage yourself more with classroom activities and discussions.

You need to make sure you hand in your deadlines on time so that the appropriate interim feedback can be given by your assessors, this will also give you the opportunity to pass the unit on time as well as improve your grades.

Issues Raised: Attendance / Punctuality / Deadlines

Georgia Demetriou.

Course	Attendance	Punctuality
C&G L1 Dip Travel & Tourism EGpA	85%	95%