# The College of Haringey, Enfield and North East London



## **Learner Review**

19 January 2012

Learner: Alfred Cojocariu

**Personal Tutor: Calvert Smart** 

## **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	
YPC C&G Intro Cert Basic			
Construction Y10 & Y11			
YPC City & Guilds	75%	67%	
Introductory Cert in Basic	(3)	(2)	
Construction Skills Y11 (T)			
(Tutorial and General Unit)			
Modules:			
K41MCNT1-1DA22A/THE Theory, K41MCNT1-1DA22A/PRA Practical			

### **Comments / Reference / Targets**

**Smart Targets:** 

Hello Alfred, Your portfolio has units 007, 010, 013 and 020 in it but they have not been signed off. I would like you to have these units completed and signed off by 09 Nov 2011. I would also like you to show me a completed practice mortice joint or centre bridle joint by 12 Oct 2011. I would then like you to consider completing the assessment for Unit 037 mortice joint or Unit 040 centre bridle joint by 19 Oct 2011.

Comments: Calvert Smart.

••

## **Tutor Review**

#### **Comments / Reference / Targets**

Review Term: Autumn

Review:

You took 4 practical unit assessments in decorating last year and need to complete the paperwork for them as soon as possible. I need you to show me two good practice joints that you have completed You need to have taken two joinery assessments and completed the paperwork no later than 16th November 2011, to get on track to pass this course successfully.

Issues Raised: At present your attendance is 50% and your punctuality is 70%. Both of these are below the college targets of 100% and means that you are missing important lessons or assessments. We need to see an immediate improvement in both attendance and punctuality to prevent you from failing the course. This has caused you to fall behind the rest of the group and you need to work harder to catch up due to lack of attendance.

#### Calvert Smart.

Course	Attendance Punctuality
--------	------------------------

YPC C&G IntroCert Basic Construction Y11 45% 76%