The College of Haringey, Enfield and North East London



Learner Review

30 January 2012

Learner: Jake Elgar

Personal Tutor: Damian McGeary

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 BTEC First Level 2 Construction Y11 YPC BTEC First Level 2 Construction Yr11 (T) (Tutorial and General Unit)	62% (2)	75% (3)			
Modules:					
K42MHPC1-1DA22A/THE Theory, K42MHPC1-1DA22A/PRA Practical					

Comments / Reference / Targets

Hello Jake. this term you are working on Unit 14: Exploring Painting and Decorating. This unit is worth 5 Credits towards your BTEC Level 2 Extended Certificate in Construction (QCF). You are currently working on **Task 2: Understand safe working practices to prepare new and previously**

painted surfaces for painting. I would like you to complete the practical part of this task by 09 November 2011 so that we can start Task 3: "Be able to apply safe working practices in the application of paints to prepared

surfaces we come back from half term on 02 November 2011.

Smart Targets:

Comments: Calvert Smart.

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Personal Targets

Area of Development:	Attendance, punctuality and standard of work	Damian McGeary Date Set: 11 October 2011 Deadline: 11 October 2011
1 1	Jake is to attend all classes punctually. He is to apply himself fully during classwork and must attempt all tasks set to the best of his ability. Attendance, punctuality and standard of work will be monitored over 5/10/11 and 12/10/11	Deaume. 11 Colosel 2011

Area of Development:	attainment	Damian McGeary Date Set: 27 September 2011 Deadline: 28 November 2011
S.M.A.R.T. Target:	To maintain 100% attendance and punctuality. To complete all pass criteria on the Unit 5 assignment by 28th November 2011.	Deadine. 20 November 2011

Area of Development:	Attendance	Damian McGeary Date Set: 13 December 2011 Deadline: 6 February 2012
S.M.A.R.T. Target:	To attend punctually ALL sessions in the half term 2nd Jan 2012 - 6th Feb 2012	Deadinie. 01 esidary 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: You have started to produce assessed work towards Unit 5. You must maintain a high standard of classwork and assessed work to pass this unit.

You have also started the practical unit.

If you produce work of the standard you are capable of then you will be able to achieve highly, however you must not allow yourself to become distracted during class when topics are being taught and you must also attend fully and punctually each session.

Poor attendance will mean that you will miss out valuable teaching and will not be able to achieve to your full potential.

Issues Raised: Jake has a good ability but must attend every session punctually so that he does not miss any teaching.

Damian McGeary.

Course	Attendance	Punctuality
YPC BTEC L2 Dip Construction Y11	49%	71%