The College of Haringey, Enfield and North East London



Learner Review

16 January 2012

Learner: Emma McGill

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	
OCR Level 3 Travel and Tourism Yr 2 OCR L3 in Travel &Tourism Yr2 (E) (Tutorial and General Unit)	75% (3)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/TUT Tutorial			

Comments / Reference / Targets

Smart Targets: Improve attendance by 15/01/12

Comments: Low attendance has serious impacts for course success. Make sure you

attend tutorial January 5th 2012 to discuss.

Marie Welsh.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 Unit 13 Working as an overseas resort Representative	44% (1)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/OVP Overse	eas Reps / FS English		

Comments / Reference / Targets

Smart Targets:

Emma, you need to seriously improve your attendance / punctuality/ complete

your outstanding coursework!

Comments: AO1 - due in December

AO2 - due in 10/01/12

Sandra Mirkovic.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 Unit 18 Tourism Development	67% (2)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/TOD Tourism Development			

Comments / Reference / Targets

A01- To be submitted by 22 Nov

Smart Targets: A02- To be submitted by 25 Nov

Attendance to improve by 29 Nov

Comments: Emma your attendance and coursework submission needs to improve if you

are to be successful in this unit

Deborah Abrey.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 OCR L3 in Travel &Tourism Yr2 (E) (Tutorial and General Unit)	75% (3)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/TUT Tutorial			

Comments / Reference / Targets

Smart Targets: Improve attendance by 15/01/12

Comments: Your low attendance seriously impacts on course success. Attend all tutorials

from January 5th 2012 to discuss this situation.

Marie Welsh.

Subject	Attendance	Punctuality	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	50% (1)	
Modules:			
ND3MTRT5-1DA22A/FSI FS ICT			

Comments / Reference / Targets

Smart Targets: Complete WP Tasks from E3 - Level 1 by 9/11/11

Comments: Anita Sampat.

Subject	Attendance	Punctuality	
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	43% (1)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/CUS BTEC Customer Service			

Comments / Reference / Targets

Smart Targets:

Comments:

Outcome 1 for this unit covering 1.1 to 1.5 has now been completed with the deadline for handing in work set for 22nd November, we are now working through outcome 2. Please pay attention to your attendance as it is very low.

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Personal Targets

Area of Development:	Attendance	Emma McGill Date Set: 18 October 2011 Deadline: 18 December 2011
S.M.A.R.T. Target:	Must come in every day and try to keep my attendance up. Hand in coursework by deadlines and try to always be ontime to all lessons	Deadline: 18 December 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
OCR L3 ND in Travel &Tourism Yr2E	60%	96%