# **Learner Review**

04 January 2012

**Learner: Shiyan Walcott** 

### **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	Attendance	Punctuality	
	67%	70%	
	(2)	(3)	
Modules:			
BSEMBSC1-9DA11A/ENG English			

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

Shiyan has been practising for her English Exam in June. In class we have been looking at formal letters, layout, vocabulary for letters, spelling and grammar. We have also been practising our listening skills e.g. listening for key words, taking notes and understanding the question (gist, general meaning)

Shiyan has the potential to pass the exam in June. Her speaking and listening skills are very good. Shiyan continue to practice your letter writing skills and placing an advert.

For the placing an advert remember to included the following:

- Brief description of the service of product your advertising e.g. New, used, in good condition, excellent condition etc.
- What you are selling including the price e.g. Pine table and chairs £95
- Contact name and number e.g. Contact Mary 07895 632 123

#### Progression for 2010/2011:

Level one vocational course

Marie Scarlett.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

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

FS Maths 1<sup>st</sup>term review (Hairdressing)

The group worked on the following topics:

- Comparing decimals
- Understanding fractions
- Use of fractions to find amounts
- Simplify fractions
- Compare fractions
- Turn fractions into decimals or percentages

Shiyan attends the classes on time. She is keen to learn and takes interest in the subject. She works well at level 1 and needs further work towards level 2. She is an active learner and takes part in the activities given, in group or individually.

She needs to undertake more level 2 work.

Emmanuelle Boisseau.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

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

Shiyan is progressing steadily in the course. She is currently working towards Unit 1 - entering/editing data using Word Processing software (ICT E3). Her typing skills and use of the WP software has greatly improved. She needs to be more confident in applying what she has learned - using text and pictures. She mixes well with her fellow learners and teacher.

Shiyan's targets are:

- To improve further on typing skills (using Mavis Beacon) and using the WP software more efficiently, utilising the different functions/icons/toolbars.
- To be able to complete all exercises and Unit 1 Assessment (Dec '09).
- To be able to use the Internet, removable media eg CDs and Help facility (Unit 2) to search for information (Jan-Mar '10).

Shirley Harvey.

Subject	Attendance	Punctuality	
	90%	99%	
	(5)	()	

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

We have covered percentage-decimal-fraction conversions, calculating fractional and percentage parts. Percentage increase/decrease. Creating fractions from worded problems.

We are working on ratio and scale this term.

Shiyan has excellent number skills. She picks things up very quickly and if there is any doubt she always asks. She is helpful towards other learners if they don't understand.

Shiyan has consistently performed in all assessments we have done, always coming top. I have no doubt that she will pass the year, and she should be aiming to get all questions right in the exam. Well done. Keep it up

Emma James.

Subject	Attendance	Punctuality	
	70%	0%	
	(3)	(1)	

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

We have been covering the Introduction to Business Portfolio. In this portfolio the following topics were covered: Business Types e.g. sole traders, Business Functions/Departments e.g. HR, Job roles in these departments and research one large company.

Shiyan has completed the majority of her portfolio an only has one task left, the interview of a business, which is due in on the 22.02.10.

Shiyan is enthusiastic about her studies but sometimes needs to allow other members of the group to talk. She sometimes interrupts when I am giving instructions or explaining the work. Shiyan needs to listen fully to all instructions.

Marie Scarlett.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

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

Shiyan, a well motivated, enthusiastic and very positive attitude towards learning. She has progressed vastly in the course, learns fast and takes pride in producing good work at all times.

She has achieved Unit 1 with good grades and currently working towards Unit 2 - Searching for information using Internet and also email for communications. She understands the concept of the subjects covered well and presents her findings accurately and efficiently.

Shirley Harvey.

Subject	Attendance	Punctuality	
	74%	100%	
	(3)	(10)	
Modules:			

#### BSEMBSC1-9DA11A/ICT ICT

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

Shiyan is keen to learn and she tries her best to produce good work. She needs to practise/revise more, to use the computer/applications more regularly so that she will be more efficient in applying/using the different functions.

She is currently working towards Unit 3 (Email) and also the ICT Portfolio. Recently she has been resisting help, inpatient and frustrated if she does not get the answers she needed straightaway. I recommend that she takes up the IA before being accepted for level 1 as there will be more work to be done and I'm afraid that Shiyan might not be able to cope.

Shirley Harvey.

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## **Tutor Review**

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

None.

Course	Attendance	Punctuality
NVQ 2 Hairdressing Yr2 TC App GpA	65%	100%