# The College of Haringey, Enfield and North East London



# **Learner Review**

22 March 2012

Learner: Paige Whynn

**Personal Tutor: Marie Welsh** 

#### **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	
BTEC Level 3 Extended			
Diploma in Business Yr1			
(Enfield)	91%	100%	
BTEC Level 3 Extended	(5)	(10)	
Diploma Business GpC Yr1	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	, ,	
(Tutorial & General Unit) (E)			

#### Modules:

NE3MBUS1-1DA21C/TUT Tutorial, NE3MBUS1-1DA21C/MBE Managing a Business Event, NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

#### Comments / Reference / Targets

Smart Targets: You need to make sure you have three units signed off with Merits in your

folder by end of March from term 1 - Unit 2, Unit 3 and Unit 19.

Comments: Well done for coming back and catching up but you need to do more to

ensure you have Distinction overall, so keep up the good work.

Mandy Hayward.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	82% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21C/FSE FS English		

#### Comments / Reference / Targets

Smart Targets: Write a covering letter by 30th March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	86% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21C/FSE FS English		

#### Comments / Reference / Targets

Smart Targets: Write a briefing paper by the end of March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	77% (3)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/HAS Health and Safety			

#### Comments / Reference / Targets

Smart Targets: Unit 27 H&S Assignment - submit by March 28th 2012

You have made excellent progress, catching up independently to mmet the

Comments: deadline after being unwell. The visit to Britvic will complete reserach for this

unit.

Marie Welsh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	89% (5)	100% (10)

#### Modules:

NE3MBUS1-1DA21C/BUR Business Resources, NE3MBUS1-1DA21C/RAS Recruitment and Selection, NE3MBUS1-1DA21C/BCS BTEC Customer Service

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

Smart Targets: Submit all outstanding tasks for Unit2 by 13/03/12. Hand in Customer service

Unit1 outcomes 1 and 2 by 16/03/12

Comments: Some really good work for Unit13.

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	92% (6)	100% (10)
Modules:		
NE3MBUS1-1DA21C/BUE Business Environment		

#### Comments / Reference / Targets

Smart Targets: Complete corrections by January 20th 2012.
Comments: Making in this unit, good contribution in class.

Marie Welsh.

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# **Personal Targets**

Area of Development:	Volunteering	Mandy Hayward  Date Set: 7 November 2011  Deadline: 18 January 2011
S.M.A.R.T. Target:	sign up to World Wide Volunteering Organisation and keep record of volunteering. objective to do 25 hours over the year.	Deadine. 10 dandary 2011

Area of Development:	business	Paige Whynn  Date Set: 19 September 2011  Deadline: 3 October 2011
IISMARI I ardeti I	Achieve at least 95% attendance and punctuality record by the end of September	Deadine: 3 October 2011

Area of Development:	Leadership Skills	Mandy Hayward  Date Set: 7 November 2011  Deadline: 14 November 2011
IIS MIN DI ISPACIO	Need to take lead and get group sorted out for christmas fayre on 6th Dec. Then give me update.	Deadine. 14 November 2011

# **Tutor Review**

### Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	89%	100%