# The College of Haringey, Enfield and North East London



## **Learner Review**

16 January 2012

Learner: Anna Gutowska

**Personal Tutor: Jo Edmonds** 

## **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 2 Diploma in Public Services BTEC Level 2 Diploma in Public Services GpA (T) (Tutorial and General Unit)	96% (8)	96% (8)	

#### Modules:

FD2MPLS5-1DA11A/SPR Unit 8 Advntrs Actvts, FD2MPLS5-1DA11A/TUT Tutorial, FD2MPLS5-1DA11A/LNM Unit 10 Land Navigation by Map and Compass, FD2MPLS5-1DA11A/CPL Unit 4 Career Planning

#### Comments / Reference / Targets

Hand in Assignments on time across all four areas I am teaching this term

Smart Targets: and achieve a pass or above grade by 9 Dec 11

Comments:

Jo Edmonds.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Public Services Unit 9 Sport and Recreation in the Public Services	100% (10)	100% (10)	
Modules:			
FD2MPLS5-1DA11A/IHF Unit 9 Sport&Recrtn			

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

Smart Targets:

To research and look to participate in a sport of your choice for the next set

of assignments due.

I am pleased with Anna's contribution in class. She does occasionally get

distracted but she generally works hard which is very pleasing and is very

much ahead on work.

Neil Taylor.

Comments:

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Public Services BTEC Level 2 Diploma in Public Services GpA (T) (Tutorial and General Unit)	91% (5)	100% (10)	
Modules:			
FD2MPLS5-1DA11A/LNM Unit 10 La	and Navigation by Man and Compass		

**Smart Targets:** Comments: Jo Edmonds.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Public Services BTEC Level 2 Diploma in Public Services GpA (T) (Tutorial and General Unit)	98% (9)	98% (9)	

#### Modules:

FD2MPLS5-1DA11A/SPR Unit 8 Advntrs Actvts, FD2MPLS5-1DA11A/TUT Tutorial, FD2MPLS5-1DA11A/LNM Unit 10 Land Navigation by Map and Compass, FD2MPLS5-1DA11A/CPL Unit 4 Career Planning

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

Complete Assignments on time. Smart Targets:

This has been achieved Comments:

Jo Edmonds.

# **Personal Targets**

Area of Development:	Initial Course Assessment Monday 26th Sept 11	Jo Edmonds  Date Set: 25 September 2011  Deadline: 26 September 2011
S.M.A.R.T. Target:	<ul> <li>1.Work Book Assignment to be completed and handed into the Tutor by end of Tutorial Monday 26<sup>th</sup> Sept 11</li> <li>2.Pens and File index presented to the tutor for inspection by the end of the tutorial by 26<sup>th</sup> Sept 11</li> <li>3.Study file to be presented for inspection to the tutor by end of tutorial Monday 26<sup>th</sup> Sep 11</li> </ul>	Deadinie. 20 Ooptombol 2011

Area of Development:	Work Book file, pens and Index	Jo Edmon  Date Set:  Deadline:
S.M.A.R.T. Target:	Please show proper filing system for work in class including pens, writing paper, A 4 Folder and index system by 11 Nov 11	Deadline:

nds

27 October 2011 27 October 2011

## **Tutor Review**

#### Comments / Reference / Targets

Review Term: Autumn

Review: 1st review

Issues Raised: None. She is doing well in class

Anna is Is a pleasant young lady with an engaging smile and pleasant personality who asks questions when she needs help. Do not be afraid to ask me for help on any matter to do with the course. Well done for attendance and punctuality. Keep up the good work.smile

Jo Edmonds.

Review Term: Spring

Review: I am very pleased with your work so far and encourage you to keep going for Merits and perhaps a distinction. Well done on your attendance and punctuality figures

Issues Raised: None

#### Jo Edmonds.

Course	Attendance	Punctuality
BTEC L2 in Public Services TGpA	99%	98%