The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Fatma Baglan

Personal Tutor: Upal Banerjee

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 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	85% (4)	100% (10)	

Modules:

ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/DPC Development Planning for Career, ND3MBUS1-1DA22B/TUT Tutorial

Comments / Reference / Targets

Smart Targets: All outstanding tasks for all units to be submitted by 27/03/12

Comments: You must attend all future tutorials until a final grade has been achieved

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) Unit 27 Understanding Health & Safety in the Business Workplace (E)	40% (1)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/HSW He	alth and Safety in Business Workplace		

Comments / Reference / Targets

Smart Targets: Complete and submit assignment for this unit by January 20th 2012.

Comments: Research tasks on and off site completed. Attend all classes to effectively

complete assignment.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) ICT - Functional Skills (BTEC L3 Dip in Business GpB Yr2) (E)	73% (3)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS I	СТ		

Comments / Reference / Targets

Smart Targets: Attend all lessons and Complete your Unit 10 Market Research

> You need to complete all your Passes for Unit 10 Market research by mid January and put it together. You have not be entered for the test for functional

Comments: skills so you need to use these lessons to complete coursework and get

feedback. So improve your attendance and handing in work, otherwise you

will fail course.

Mandy Hayward.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	83% (4)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS	ICT		

Comments / Reference / Targets

Attend all lessons and Complete Unit 3 and Unit 10 from last year by end of **Smart Targets:**

March

Can you put some effort into completing above and then I will not be arguing Comments:

with you and you can miss my lessons. You are in danger of failing this

course right at the end.

Mandy Hayward.

BTEC Level 3 Diploma in		
Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	68% (2)	100% (10)

Modules:

ND3MBUS1-1DA22B/CUS BTEC Customer Service, ND3MBUS1-1DA22B/HRM Human Resource Management, ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/TUT Tutorial

Comments / Reference / Targets

Now that you are sorting out your health issues, your attendance must

improve to 100% from now to end of term. You must submit all pass tasks by

end of Ja nuary

You are capable of achieving Merits for all remaining units and aim to achieve

these to secure a place at university.

Upal Banerjee.

Comments:

Smart Targets:

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: You must submit Unit 1 outcomes 1 and 2 by 23/03/12

Issues Raised:

Upal Banerjee.

Course	Attendance	Punctuality
BTEC L3 Dip Business Y2 EGpB	63%	98%