The College of Haringey, Enfield and North East London



Learner Review

24 January 2012

Learner: Ricky Best

Personal Tutor: Roger Green

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	
Cert in Basic Construction Skills Cert in Basic Construction Skills PaD GpG (E) (Tutorial and General Unit)	0% (1)	0% (1)	

Comments / Reference / Targets

Smart Targets: Complete 10 units by 30th March 2012

Comments: John Nosworthy.

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Personal Targets

Area of Development:	Time keeping	Ricky Best Date Set: 9 December 2011 Deadline: 1 January 2012
S.M.A.R.T. Target:	I can change this by coming to college on time and turn up everyday	Deadline: 1 January 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: Ricky is a late starter and has not made the best of starts his attendance is very poor due to always being in trouble with the police .On his return a 1to1 is needed to review his place at this college

Issues Raised: attendance /time keeping

Roger Green.

Course	Attendance	Punctuality
Cert L1 Basic Construction EGpG	67%	100%