The College of Haringey, Enfield and North East London



Learner Review

10 January 2012

Learner: Maxine Rowe

Personal Tutor: Georgia Demetriou

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		
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	100% (10)		
Modules:				
ND1MTRT1-1DA11A/FSI FS ICT				

Comments / Reference / Targets

Smart Targets: Prepare for ICT mock next week

Comments: Anita Sampat.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in			
Travel & Tourism	100%	100%	
Unit 104 Locational	(10)	(10)	
Geography (E)			
Modules:			
ND1MTRT1-1DA11A/LOG Locational Geography			

Comments / Reference / Targets

Smart Targets: Task set for Unit 113 to be submitted 23November Comments: Maxine, well done on your excellent attendance

Deborah Abrey.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in			
Travel & Tourism	100%	100%	
Unit 104 Locational	(10)	(10)	
Geography (E)	` '	` '	
Modules:			
ND1MTRT1-1DA11A/LOG Location	nal Geography		

Comments / Reference / Targets

Smart Targets: Task set for Unit 113 to be submitted 23November Comments: Maxine, well done on your excellent attendance

Deborah Abrey.

Subject Attendance	Punctuality
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C&G Level 1 Diploma in Travel & Tourism Unit 102 UK Tourism Industry (E)	100% (10)	92% (6)
Modules:		
ND1MTRT1-1DA11A/UTI UK Tourism Industry		

Comments / Reference / Targets

Whilst Craig Nottingham, your tutor for this unit, is absent from College due to

ill-health, you should use the study time to get ahead with the work,

Smart Targets: assignments and assessments for the units being delivered by your other

tutors. You will then be able to focus on this unit again at a later stage in the year. This means that you should be able to submit work early for other units

and there is no excuse for not meeting deadlines.

Comments:

Darren Leftwich.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in Travel & Tourism Unit 103 Customer Service (E)	100% (10)	100% (10)	
Modules:			
ND1MTRT1-1DA11A/CUS Customer Service			

Comments / Reference / Targets

Smart Targets:

Maxine you have an excellent attendance and punctuality.

Comments: You are up to date with unit 103 / customer service / passed both tasks A & B.

Well done, keep up your good work!

Sandra Mirkovic.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in Travel & Tourism Unit 104 Locational Geography (E)	100% (10)	100% (10)	
Modules:			
ND1MTRT1-1DA11A/LOG Locational Geography			

Comments / Reference / Targets

Smart Targets: Task set for Unit 113 to be submitted 23November Comments: Maxine, well done on your excellent attendance

Deborah Abrey.

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Personal Targets

Area of Development:	Organise study resources	Schnell Smith Date Set: 14 October 2011 Deadline: 17 October 2011
IIN WIND I ISTABLE	Sort out a folder for all course notes, assignments and timetable by beginning of next week	Deadine: 17 October 2011

Area of Development:	Attendance and Punctuality	Schnell Smith Date Set: 14 October 2011 Deadline: 31 October 2011
IIIS M A R I ISTABI	Achieve at least 95% attendance and punctuality record for the month of October	Deadine: 31 October 2011

Area of Development:	li (C3Caicii	Maxine Rowe
S.M.A.R.T. Target:		Date Set: 14 December 2011 Deadline: 27 December 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L1 Dip Travel & Tourism EGpA	97%	98%