The College of Haringey, Enfield and North East London



Learner Review

13 March 2012

Learner: Arsalan Kader

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		
C&G Level 1 Diploma in Travel & Tourism C&G Level 1 Diploma in Travel & Tourism GpA (E) (Tutorial & General Unit)	95% (8)	100% (10)		
Modules:				
ND1MTRT1-1DA11A/TUT Tutorial, ND1MTRT1-1DA11A/LOG Locational Geography				

Comments / Reference / Targets

Smart Targets:

Comments: see tutor review

Georgia Demetriou.

Subject	Attendance	Punctuality		
C&G Level 1 Diploma in Travel & Tourism Unit 113 Accessible Travel and Tourism (E)	95% (7)	100% (10)		
Modules:				
ND1MTRT1-1DA11A/LOG Locationa	al Geography			

Comments / Reference / Targets

Smart Targets: Arsalan is meeting all targets - continue to do so Comments: 100% attendance this term. Excellent - keep it up

Deborah Abrey.

Subject	Attendance	Punctuality		
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	94% (7)	100% (10)		
Modules:				
ND1MTRT1-1DA11A/FSI FS ICT				

Comments / Reference / Targets

Smart Targets: Practice your spreadsheet skills each week to prepare for exam in May.

Comments: You are making very good progress. Keep on working hard and you will pass

the exam.

Anita Sampat.

Subject	Attendance	Punctuality
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C&G Level 1 Diploma in Travel & Tourism	91%	100%
Functional English (C&G Level 1 Tourism Grp A & B) (E)	(5)	(10)
Modules:		
ND1MTRT1-1DA11A/FSE FS English		

Comments / Reference / Targets

Smart Targets: Build vocabulary and grammar- by reading a variety of short text.

Comments: Amanda Odilibe.

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Personal Targets

Area of Development:	Organise Learning Resources	Schnell Smith
S.M.A.R.T. Target:	Need to purchase folders, writing pads and books.	Date Set: 28 September 2011 Deadline: 5 October 2011

Area of Development:	Attendance and Punctuality	Schnell Smith Date Set: 28 September 2011 Deadline: 5 October 2011
S.M.A.R.T. Target:	Manage your time by ensuring that you attend lesson 5 minutes before it starts. I will monitor your progress throughout the weeks	Deadine. 3 October 2011

Area of Development:	il e 3 e ai ci i	Arsalan Kader Date Set: 4 January 2012
S.M.A.R.T. Target:	need collect brochures for poster	Deadline: 7 January 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review:

Term 1

<u>Arsalan</u>, your attendance / punctuality is excellent well-done this will eventually help you prepare for the working environment so make sure you keep this up.

Use your study days to do additional research this will enable you to achieve a higher grade than a pass in your vocational units.

keep up the good work!

Issues Raised:

Georgia Demetriou.

Review Term: Autumn/Spring/Summer

Review:

Make sureyou arrive to all your lessons and ensure that you arrive on time, the start of the class session is very important so that you do not miss the aims and objectives. **Arselan**your attendance and punctuality is very good (well-done), however if you are not in college you are not learning and this will affect your overall grade, when you are in college you must engage yourself more with classroom activities and discussions.

You need to make sure you hand in your deadlines on time so that the appropriate interim feedback can be given by your assessors, this will also give you the opportunity to pass the unit on time as well as improve your grades.

Issues Raised: Deadlines / Punctuality / Attendance

Georgia Demetriou.

Course	Attendance	Punctuality
C&G L1 Dip Travel & Tourism EGpA	92%	100%