# The College of Haringey, Enfield and North East London



### **Learner Review**

15 March 2012

Learner: Lisa Prempeh

**Personal Tutor: Mina Minas** 

### **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 L2 in Applied Science (Enfield) Unit 02: Energy and Our Universe (L2) (E)	93% (6)	89% (5)			
Modules:					
FD2MAPS1-1DA11D/PHY Physics					

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

Most of your unit 2 assignments needs improvement for Ps. Work on them. **Smart Targets:** 

To be reviewed on 16/4/12

Comments: Sadegh Ziai.

Subject	Attendance	Punctuality			
BTEC L2 in Applied Science (Enfield) Unit 03: Biology and Our Environment (E)	92% (6)	97% (9)			
Modules:					
FD2MAPS1-1DA11D/BIO Biology					

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

Complete a few corrections to U 3 1st assignment immediately

**Smart Targets:** Complete/submit U 3 3rd assignment by week 12.03.12

Finish corrections to U10 by end of month

Comments: Mina Minas.

# **Personal Targets**

Area of Development:	NAME OF THE OFFICE OFFI	Mina Minas  Date Set: 9 January 2012  Deadline: 9 January 2012
S.M.A.R.T. Target:	Your attendance and punctuality are below what they should be. Make attendance 100% and punctuality 100% by mid term 2.  You need to complete assignment Unit 3, 3.4 and Unit 10 by mid January. Also assignment Unit 1.  Make sure that you complete all Work Skills work by 13 January	Deadine: 9 January 2012

### **Tutor Review**

#### Comments / Reference / Targets

Review Term: Spring

Review:

Attendance = 84%

Punctuality = 93%

There is no reason whatsoever why the attendance is not near to 100%.

You have submitted a number of assignment work during this term and this is encouraging. But a lot more needs to be done especially to meet deadlines and targets.

Your U 3 3rd assignment needs to be completed/corrected.. Also your U 10 assignments need to be corrected.

In U 2 most assignments need improving for Ps.

In Functional Skills you have failed to take the mock exam. This is not surprising given your poor attendance record in that area. Now you are on monitoring and hopefully your attendance will improve to the high levels expected by the College. You must improve your determination and commitment in Functional Skills especially as exams are coming up.

You need to be more determined. more focused and less distracted if you are going to realise all your ambitions. Your performance and attitude will be monitored during the emainder of the course.

Issues Raised:

#### Mina Minas.

Course	Attendance	Punctuality
BTEC L2 in Applied Science EGpD	83%	91%