The College of Haringey, Enfield and North East London



Learner Review

18 January 2012

Learner: Arnold Kasongo

Personal Tutor: Kenneth King

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	
	0%	0%	
	(1)	(1)	

Comments / Reference / Targets

First Diploma in Public Services

Driving and its relationship with Public Services

Arnold is a very keen learner who has good attendance and punctuality in class. She has been learning about the requirements that are necessary to hold a full driving license in the UK. Also common traffic offences, collisions, the responsibility of drivers and the effects of driving.

A suggested improvement for the learner would be to read recommended materials relevant to driving to support learning.

Amanda Neufville - Austin.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma/Extended Dip Public Services (Yr1) Unit 4 Understanding Discipline in the Uniformed Public Services	88% (4)	100% (10)	
Modules:			
ND3MPSV5-0DA21A/DCC Discipline, Command, Control			

Comments / Reference / Targets

Arnold is a keen and active learner in class although I have raised attendance issues in relation to my session. Arnold has been asked to ensure non-emergency medical appointments are arranged on his non college days. His attendance has improved since this request.

Arnold understands the subject but is not ensuring his work is of a level 3 standard and is still writing assignments to the same level as his course last year.

The assignment completed so far is without correct referencing and lack any real depth. From reading it I can identify minimal resources have been used.

To achieve in this subject he needs to attend all sessions, complete the feedback in relation to level of referencing and analysis within two weeks and sign up for mentoring to ensure he can make the change from level 2 to level 3.

Tracy Rees.

Subject Attendance Pun	nctuality
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	100% (10)	100% (10)
Modules:		
FD2MPLS5-9DA11B/KYC Key Skills Coms		

Comments / Reference / Targets

This term the class have been working on exercises towards helping them improve their skills to pass the Key Skills Test. This has included practicing past papers and developing mastery of Key Words that are often spelt wrongly and which they must improve upon to pass the Key Skills Test. They have also been finalising work towards their main Communication project, researching at least two career structures within the public services and then discuss and annotate the research in for assessment by the lecturer. They have also made a major presentation to the rest of the class for summative assessment towards their Communications qualificattion.

You joined the Communications class and course late, Arnold, and as such you need to work hard to catch up. Well done so far - you scored a creditable 20 out of 40 for the practice test in February, although you need to work more to improve your memory of key spellings (having scored on average only around 35%). Your excellent attendance means that you can pass. Your targets are:

- 1)Deliver a presentation to the class about 2 Public Services, and 3 job roles within one of them, including entry requirements, salary ranger and career progress and a relevant image to aid the explanation of a main point. By 29th March.
- 2)Create a leaflet/poster about your preferred career in public services by 31st March.
- 3)Write a formal report of 250 words by 29th March.

Carl Kastrup.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

Comments / Reference / Targets

Arnold is a good student who can learn well if he focuses on the lesson. Sometimes he gets distracted but nevertheless he is respectful and willing to learn. Keep it up Arnold. Katerina Vavitsa.

Subject	Attendance	Punctuality	
	0%	0% (1)	

Comments / Reference / Targets

Arnold is taught unit 2 Public Service Skills to the Public Services for his BTEC First Diploma qualification. Arnold attendance is excellent and he always arrives on time to lessons well prepared. Arnold has worked well in class and continues to show good enthusiasm in the subject area. Arnold will be issued two assignments for this unit which will need completing by May 2010. Arnold has been looking at the stages of driving, how to become a good driver and how important driving is in the public services.

A suggested target for Arnold is to conduct more research outside of class to help gain understanding of the topic area.

Nihaad Kapdi.

Subject	Attendance	Punctuality	
BTEC Level 3			
Diploma/Extended Dip Public			
Services (Yr1)	96%	100%	
BTEC L3 Diploma/Extended	(8)	(10)	
Dip Public Services Yr1 GpA		, ,	
(T) (Tutorial and General Unit)			

Modules:

ND3MPSV5-0DA21A/HRW Human Rights & War, ND3MPSV5-0DA21A/CTD Employment in UPS, ND3MPSV5-0DA21A/GPT Grp Tutorial, ND3MPSV5-0DA21A/EMS Employment in UPS, ND3MPSV5-0DA21A/MRW Human Rights & War

Comments / Reference / Targets

Target: To submit International Institution assignment by 17/3/11

Smart Targets: Target: to retain high attendance and punctuality levels in the next two weeks

reviewed 17/3/11

Comments: Arnold is a good student. His attendance has improved, keep up the good

work.

Kenneth King.

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Public Services	00/	00/
BTEC Level 2 Diploma in Public Services GpB (T) (Tutorial and General Unit)	0% (1)	0% (1)

Comments / Reference / Targets

This learner should progress onto level 3 in Public Service

Peter Theori.

Subject Attendance	Punctuality
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BTEC Level 3 Diploma/Extended Dip Public Services (Yr1) BTEC L3 Diploma/Extended Dip Public Services Yr1 GpA (T) (Tutorial and General Unit)	97% (8)	100% (10)
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Modules:

ND3MPSV5-0DA21A/FTT Fitness Testing&Training for UPS, ND3MPSV5-0DA21A/DCC Discipline, Command, Control, ND3MPSV5-0DA21A/CMC Command, Control

Comments / Reference / Targets

Complete assignment 1 Command and Control by 24-3-11

Complete scenarios for assignment 2 and evaluations 24 & 31-3-11

Smart Targets: Complete the write up for assignment 2 and any upgrades by 8-4-11 or attend

workshop and complete by 13-4-11

Complete Fitness assignment 1 by 24-3-11 and Fitness assignment 2 by 8-4-

11 or attend workshop and complete by 13-4-11

Comments: Your attendance is poor and must improve to ensure you achieve.

Tracy Rees.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

Comments / Reference / Targets

Arnold has been an excellent student and should be proud of his achievements this year. Arnold has produced excellent work throughout the year and I have no hesitation in recommending him to progress on the course. His attendance and punctuality throughout the year has been excellent and this has resulted in him achieving a high grade.

Nihaad Kapdi.

Subject	Attendance	Punctuality	
	0%	0%	
	(1)	(1)	

Comments / Reference / Targets

Smart Targets: Focus in the lesson.

Arnold you have a good attitude in class and you are respectful towards your

Comments: teacher which is much appreciated. You should concentrate more and not get

distracted; you need to be more alert and participate in the lesson.

Katerina Vavitsa.

Subject	Attendance	Punctuality
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BTEC Level 2 Diploma in Public Services		100%	
BTEC Level 2 Diploma in Public Services GpB (T) (Tutorial and General Unit)		(10)	
Modules:			
FD2MPLS5-9DA11B/KYC Key Skills Coms			

Comments / Reference / Targets

The class have been working on their final portfolio submission and on paper-based and on-line mock tests.

Although you joined the Communications class and course late, Arnold, your excellent attendance means that you can pass. You have continued to do well this term - your on-line mock tests have shown continuous improvement as have your spelling of key words and understanding of grammar and punctuation. Your targets are:

- 1)Take part in a discussion about 2 Public Services, and 3 job roles within one of them, including entry requirements, salary range and career progression routes with a relevant image to aid the explanation of a main point. By 21st June or sooner.
- 2)Create a leaflet/poster about your preferred career in public services by 21st June or sooner.
- 3) Write a formal report of 250 words by 21st June or sooner.

Carl Kastrup.

Subject	Attendance	Punctuality	
GCSE Maths GCSE Maths Fnd TGpC (GC2MMTH1_1DA11C) (T)	100% (10)	100% (10)	
Modules:			
GC2MMTH1-1DA11C/ENG GCSE Maths Fnd			

Comments / Reference / Targets

Smart Targets: Complete all assess and mocks before Unit 1 Exam

Comments: Seval Fadil.

Subject	Attendance	Punctuality
BTEC Level 3 Diploma/Extended Dip Public Services (Yr1) Unit 3 Citizenship, Diversity and the Public Services	89% (4)	100% (10)

Modules:

ND3MPSV5-0DA21A/FTT Fitness Testing&Training for UPS, ND3MPSV5-0DA21A/CTD Citizenship, Diversity, Teamwork

Comments / Reference / Targets

Unit 3 Citizenship, Diversity and the Public Services

Arnold is a keen, hardworking learner who enjoys participating in class activities, quizzes, lectures and group discussions. The topics that are being covered this term include; Citizenship, Diversity, the meaning of different terminology, concepts of becoming a citizen and the benefits of being a good citizen. In addition, Human and Legal Rights are currently being taught where inter active learning continues taking place.

Arnold is making good progress to date has participated in and completed a number of key tasks linked with the unit. Targets for the term include increasing reading materials and other sources to support learning and assignment work.

Unit 6 Fitness Training and testing for the Uniformed Public Services

Arnold is a keen learner who really enjoys physical activities and demonstrating skills required to undertake a role in the public services. This term subjects covered include; different types of uniformed public services, different types of sports and recreational activities for the public services, fitness tests for the public services, fitness components and principles for preparing fitness training programmers.

Targets for the term include ensuring correct fitness attire is appropriate for each session, attending every fitness lesson and maintaining a diary of progress.

Amanda Neufville - Austin.

Subject	Attendance	Punctuality
GCSE Maths GCSE Maths Fnd TGpC (GC2MMTH1_1DA11C) (T)	100% (10)	100% (10)
Modules:		
GC2MMTH1-1DA11C/ENG GCSE Maths Fnd		

Comments / Reference / Targets

1- Complete all the Unit 2 apply and assess for each chapter before the Unit 2 Exam on 7th of March 2012.

Smart Targets: 2- Attend all the mock exams for Unit 2.

3- Work with Unit 3 alongside Unit 2 (only the chapters that we study in class)

Comments:

Seval Fadil.

Modules:

Subject	Attendance	Punctuality
BTEC Level 3 Diploma/Extended Dip Public		
Services (Yr1)	96%	100%
BTEC L3 Diploma/Extended Dip Public Services Yr1 GpA	(8)	(10)
(T) (Tutorial and General Unit)		

ND3MPSV5-0DA21A/CTD Citizenship, Diversity, Teamwork, ND3MPSV5-0DA21A/GPP Gov Polices & Public Services, ND3MPSV5-0DA21A/GPT Grp Tutorial

Arnold's attendance record is excellent - despite a recent slippage. It is hoped that these high standards can be maintained throughout the year. His punctuality is also of a very high level. Again, this is to be commended. His behaviour in class is very good and he is a keen learner. Arnold's attitude in class is excellent. He is very focused on the assigned task and usually completes it in class. As a consequence the standard of his work is improving. Well done!

Target: to maintain high levels of attendance, punctuality, and work-rate in the next four weeks.

Kenneth King.

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Personal Targets

Area of Development:	UCAS PS	Kenneth King Date Set: 20 September 2011 Deadline: 20 September 2011
S.M.A.R.T. Target:	To complete UCAS Personal Statement by 15/11/11	•

Area of Development:	assignment	Kenneth King Date Set: 2 November 2011 Deadline: 2 November 2011
S.M.A.R.T. Target:	To submit Unit 15 assignment 2 by 10th December	

Area of Development:	assignment	Kenneth King Date Set: 2 December 2011 Deadline: 2 December 2011
S.M.A.R.T. Target:	To resubmit Unit 15 assignment by December 15th	

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: As his tutor - I am very pleased with Arnold's progress within the college. His attendance and punctuality levels are excellent. All of the subject lecturer's are happy with his attitude, commitment, hard work, and dedication. All point to good work and progress within her courses.

Issues Raised: Arnold Is very intelligent and should achieve well.

Kenneth King.

Review Term: Autumn/Spring/Summer

Review: Progression after course has finished.

Attendance and punctuality is very good and progression is possible as key targets have not been met.

Issues Raised:

Amanda Neufville - Austin.

Review Term: Autumn/Spring/Summer

Review:

Tutor Report - progression summary

This student has completed all assignments, has good attendance and punctuality records - and there are no behavioural issues. I have no problem recommending that this learner be progressed onto the next level

Issues Raised: A slight dip in ICT attendance that should be addressed.

Kenneth King.

Review Term: Autumn/Spring/Summer

Review: As his tutor - I am satisfied with Arnold's overall progress within the college. His attendance has recently slipped badly (as a result of many non-emergency appointments) but punctuality levels are excellent. All of the subject lecturer's are happy with his attitude, but in all classes he has not 'stepped up' to level 3 in his written work.

Issues Raised:

- Attendance
- · Written work still of level 2 standard.

Kenneth King.

Review Term: Spring/

Review:

Arnold's attendance record is vastly improved recently; which is highly commendable. It is hoped that these high standards can be maintained throughout the year. His punctuality is also of a very high level. Again, this is to be commended. Arnold tries very hard in class.

Issues Raised: Arnold needs to study issues around current affairs outside class.

Kenneth King.

Review Term: /Spring/

Review: As the tutor - I am very pleased with Arnold's overall progress within the college. Attendance and punctuality levels are very good. All of the subject lecturers' are happy with Arnold's attitude, classwork, and effort. All point to good work and completion of the Extended Diploma.

Issues Raised: Sometimes there is a lack of focus in class.

Kenneth King.

Course	Attendance	Punctuality
BTEC L3 Public Services Yr2 T	98%	99%
GCSE Maths Fnd TGpC	100%	100%