# The College of Haringey, Enfield and North East London



## **Learner Review**

12 January 2012

Learner: Jamie Akore

**Personal Tutor: Marie Welsh** 

### **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 Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	89% (5)	100% (10)
Modules:		
NE3MBUS1-1DA21C/BUR Business Resources		

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

Smart Targets: Work on the Distinction tasks during the holidays.

Comments: Excellent progress. Good contribution in class.

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	89% (4)	100% (10)

#### Modules:

NE3MBUS1-1DA21C/TUT Tutorial , NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

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

Smart Targets: Complete 2 out of 3 units with Distinction for Semester 1

Not on course for Unit 3. You need to focus on your goal to ensure you

Comments: achieve it. Improve your ICT skills by proof reading your skills and understand

structure - letter, report and charts.

Mandy Hayward.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	80% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21C/BUE Busines	s Environment	

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

Smart Targets: Complete outstanding corrections by January 20th 2012.

Comments: Making progress in unit, contributing in class.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	80% (4)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/BUE Business Environment			

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

Smart Targets: Target from Marie Welsh - Complete corrections by 20th January 2012

Comments: Some good class participation and presentation.

Mandy Hayward.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	75% (3)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/FSE FS English			

#### Comments / Reference / Targets

Smart Targets: Complete a L2 FS English writing exam by Oct term.

Comments:
Donna Kavanagh.

## **Personal Targets**

Area of Development:	Deadlines for Unit 3 Marketing	Mandy Hayward  Date Set: 26 September 2011  Deadline: 27 September 2011
IIN WIND I ISTABLE	bring draft P1 in tomorrow to check with tutor that on the right path for handing in next week.	

Area of Development:	Extension to P1 Business Environment	Mandy Hayward  Date Set: 26 September 2011  Deadline: 3 October 2011
S.M.A.R.T. Target:	due to personal circumstances, given a week extension for P1 for Business Environment, will inform subject teacher Marie Welsh.	<b>Deading:</b> 5 550001 2011

Area of Development:	Career Academy	Mandy Hayward  Date Set: 3 October 2011  Deadline: 21 October 2011
IIIS M A R I I ardet I I	Complete application form for the career academy and get in.	Deadinie. 21 October 2011

#### **Tutor Review**

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

Review Term: Autumn/Spring/Summer

Review: Had one to one today due to missing one weeks lessons and not communicating to college about situation.

Issues Raised: Informal discussion and will monitor attendance and punctuality plus ask for support if needed.

Mandy Hayward.

Review Term: Autumn/Spring/Summer

Review: Had meeting ref commitment to Football Academy and conflict with business course. Agreed to put Business course first.

Issues Raised: Jamie Akore[3/10/11, 09:29]: I would like to start off by apologising for any inconvinience caused to the department. I am fully prepared to commit myself to the course by not attending any football matches on wednesdays. However i do wish to continue with training sessions with the football academy on thursdays and fridays and finding match time away from the college during weekends.

Mandy Hayward.

Review Term: Autumn/Spring/Summer

Review: Thank you for bringing in your dental appointment card. Please always make your appointments outside the timetable so that you do not miss valuable study time.

Issues Raised:

Marie Welsh.

Review Term: Autumn/Spring/Summer

Review: You have made progress in the unit during the term. You need to complete your PEST analysis and submit by 04/01/12

Issues Raised:

#### Marie Welsh.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	86%	99%