# The College of Haringey, Enfield and North East London



# **Learner Review**

18 January 2012

Learner: Tarek Abu

**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
Skills for Work & Study L1 English (Skills for Work & Study L1)	0% (1)	0% (1)

# Comments / Reference / Targets

#### **Tutors Feedback**

Tarek was originally enrolled on the SFWS Entry Level and transferred to the SFWS L1 class on the 29th September (Wednesday), therefore his attendance rating is incorrect because he has attended all classes this term.

Tarek has settled well with the rest of group and does his work to a good standard.

# Topics to work on:

Tarek has some difficulties in identifying complete sentences.

Marie Scarlett.

Subject	Attendance	Punctuality	
Skills for Work & Study L1 English (Skills for Work & Study L1)	100% (10)	100% (10)	
Modules:			
BS1MFRS1-0DA11A/WKS Work Skills			

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

**Smart Targets:** 

• Complete task one: Prepare a set of slide entitled there is no I in team. Present some positive behaviours to promote good team work.

• Deadline 6th April 2011

Comments:

Tarek you at risk of not achieving the BTEC award andif you do not complete this unit you will not successfully pass.

Marie Scarlett.

Subject	Attendance	Punctuality
Skills for Work & Study L1 Vocational Studies (Skills for Work & Study L1)	0% (1)	0% (1)

# **Comments / Reference / Targets**

Tarek joined the class late. however he has settled in well and appears to enjoy the sessions he now needs to participate more in class discussions to help build on his confidencesmile Sandra Burgher.

Subject	Attendance	Punctuality
Skills for Work & Study E3 Vocational Studies (Skills for Work & Study E2/E3)	100% (10)	100% (10)
Modules:		
BSEMENF1-0DA11A/VOC Voc	cational Studies	

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

None.

Jacque Anthony.

Subject	Attendance	Punctuality
Skills for Work & Study L1 English (Skills for Work & Study L1)	82% (4)	100% (10)
Modules:		
BS1MFRS1-0DA11A/ENG Eng	glish	

#### Comments / Reference / Targets

**Term 3:** We have looking at different types of texts such as: instructive text, informative text, descriptive text and persuavive text.

**Attendance and Punctuality:** Tarek often comes to to lessons on time but should be on time to all classes. His attendance record is not as good as it it was in term 1, as Tarek sometimes does not show to classes and does not give any reason for his absence.

**Response to learning:** Tarek is very quiet in class and always needs to be prompted to give answers or get involved in group work. So far he has demonstrated an understanding of the purpose and features of instructive text. However, Tarek was not classes when we went over informative text and descriptive text, therefore he has work to catch up on. This is a concern as this work is essential to know as part of preparation for the exam.

**Homework/extended study:** Tarek is behind with homework, he is yet to submit his information poster on stop smoking and adjective sentences

Marie Scarlett.

Subject	Attendance	Punctuality
Skills for Work & Study L1 Vocational Studies (Skills for Work & Study L1)	100% (10)	100% (10)
Modules:		

# BS1MFRS1-0DA11A/VOC Vocational Skills, BSEMENF1-0DA11A/VOC Vocational Studies

# **Comments / Reference / Targets**

**Smart Targets:** No real issues

Comments: working well within the group and participates in all activities.

Jacque Anthony.

Subject	Attendance	Punctuality
Skills for Work & Study L1 English (Skills for Work & Study L1)	74% (3)	100% (10)
Modules:		
BS1MFRS1-0DA11A/NUM Nu	meracy	

# **Comments / Reference / Targets**

N2/E3.1- Read, write and understand common fractions.

Identify halves and quarters in everyday situations. Match shaded fractions of

shapes to fractions. Match fractions in words and symbols.

Identify numerators and denominators **Smart Targets:** 

Use thewww.bbc.co.uk/skillswise/E3andwww.mymaths.co.ukwebsites for

further examples and practice worksheets

Prepare for a quiz 11<sup>th</sup>February 2011

Comments:

Michael Jack.

Subject	Attendance	Punctuality
Skills for Work & Study L1 English (Skills for Work & Study L1)	100% (10)	100% (10)
Modules:		
BS1MFRS1-0DA11A/WKS Wo	ork Skills	

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

Complete Task 1, which is to give a presentation to the group entitled 'there is

no I in team' give a brief description of three ways team members need to behave to promote positive team work. Deadline Wednesday 24th March

2011

You have been away for a numbers of weeks and missed a lot of work. You Comments:

really need to catch up as members of your team have already started some

of the work.

Marie Scarlett.

**Smart Targets:** 

Subject	Attendance	Punctuality

Skills for Work & Study L1	69%	98%
English (Skills for Work & Study L1)	(3)	(9)
Modules:		
BS1MFRS1-0DA11A/ENG Englsh		

# **Comments / Reference / Targets**

Understand that different types of text have different purposes

1. Complete the section on text types using the BBC Skillswise website Deadline: 30.3.2011

2. Complete literacy practice test E from the Move On Website. Deadline: 24.3.11

Tarek you made an excellent start to the course at the beginning of the year, but this term your standard of work has fallen. You have 3 weeks of classes and this is not recipe for success. Your exam is in June which means you have eight weeks left of class time. You must start to take your studies seriously Tarek or you will be at risk of not passing this course.

Marie Scarlett.

Comments:

**Smart Targets:** 

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# **Personal Targets**

Area of Development:	Assignment	Kenneth King  Date Set: 21 September 2011  Deadline: 21 September 2011
S.M.A.R.T. Target:	Complete and submit Unit 5 assignment 1 by 15/Oct	·

Area of Development:	lassidililett	Kenneth King <b>Date Set:</b> 2 November 2011
S.M.A.R.T. Target:	To submit Unit 5 assignment by November 30th	Deadline: 2 November 2011

Area of Development:	lassidililett	Kenneth King  Date Set: 2 December 2011
S.M.A.R.T. Target:	l l	Deadline: 2 December 2011

# **Tutor Review**

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

Review Term: Autumn/Spring/Summer

Review: 13.11.10

Issues Raised: None

Tarek is happy with his course and settled into to class very well. His attendance records are incorrect and this has affected his overall percentage which is due to wrong start date being inputted. He has attended all classes in SFWS L1 since he started the course.

Marie Scarlett.

Review Term: Autumn

Review:

Tarek is very happy with his courses he enjoys all his lessons. He has been doing extra work on his sentence construction by using literacy websites and help from his older brother. He has also visted the study skills centre once.

Overall Tarek is a good student and works really well with others in the class. It would be good if he were a little more vocal but he has come out of his shell a lot more from the start of the course. Homework is handed in on time. keep up the good work.

Issues Raised: Tarek needs to make contact with his personal tutor when he is going to be absent from college.

Marie Scarlett.

Review Term: Autumn

Review: Spoke to Tarek about his overdue assignment; Tarek has agreed to complete all activities within the given time frame.

Issues Raised:

to be reviewed in 6 weeks.

Patrick Hines.

Review Term: Autumn Review: Term 3 Issues Raised: Falling behind with targets Tarek has no issues with his course. He has fallen behind with his targets in Maths and English. We discussed if he would be happy repeating the year but Tarek agreed that he does not want to repeat the course, therefore he has 12 weeks to get the work done. Attend the study skills centre and complete the target set! Marie Scarlett. Review Term: Spring Review: Issues Raised: Attendance We had a converstation over the phone because Tarek has not been in his classes for the last few weeks. Tarek has had hospital appointments for his skin problem however these appointments do not last for 3 days and therfore this does not explain all his absences from class. He also informed my that his dad is sick and the family have been very worried. Tarek agrees that his attendance needs to improve and has said that he will rerurn to college tomorrow because he wants to achieve. Marie Scarlett. Review Term: Spring Review:

Tarek returned to college today and has said that he will be attending regularly. However, he has missed a lot of work in all subjects and has a lot to do to ctach up in Work skills, Maths and English.

Tarek you are at risk of not achieving therfore you must attend additional support. Attendance alone will help you to pass the needs to done.

Issues Raised: You to supply an up to date contact number asap

Marie Scarlett.

Review Term: Spring

Review:

At risk weekly review

Issues Raised:

Poor attendance - Tarek returned to college last week Wednesday but failed to come into college on the Thursday for the whole day. Reason given: I woke up late at about 1pm.

I asked Tarek if he has an alarm clock - reply YES on my mobile phone.

Tarek admitted it is not too hard for him to commit to attend college for the last 6 weeks every Wednesday, Thursday and Friday.

Due to poor attendance and no improvement for the past two term - (even with stage one one where a report card was issued). Also a lack of commitment shown to the course, I will not reccomment Tarek for a full time course at this college next year.

Marie Scarlett.

Review Term: Autumn/Spring/Summer

Review: Tarek has improved since October. He is now a good student, is keen to learn and has made a good start to the new year. Tarek's attendance and punctuality levels are excellent. He must ensure he expresses his views more in class and become more confident in speaking in front of the group.

Issues Raised:

There is a tendency to be easily distracted by others - which means he falls behind in his work. This needs to be addressed quickly if Tarek wants to progress to level 2.

#### Kenneth King.

Course	Attendance	Punctuality
BTEC L1 Dip Public Services T	95%	96%