The College of Haringey, Enfield and North East London



Learner Review

15 March 2012

Learner: Paul Phelan

Personal Tutor: Jim Jack

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 Diploma in Art & Design (E) Unit 10: Working with Textiles Briefs (BTEC FD Art & Design)	50% (1)	67% (2)	

Modules:

FD2MARD1-1DA11B/WTB Unit 10 Working with Textiles Briefs, FD2MARD1-1DA11B/WAD Unit 6 Working in the Art & Design Industry

Comments / Reference / Targets

Smart Targets: Attendance and Punctuality. Catch up with research and outstanding work in

your free time

Paul, in my lesson you are quiet and often reserved. I want you to have the confidence to speak up or ask for guidance. The work produced in my lesson can be improved. It is not enough to just do the work, but you have to push yourself to improve the standard of your work. See me if you need help in

developing your ideas.

Elizabeth Eugene.

Comments:

Subject	Attendance	Punctuality		
BTEC L2 Diploma in Art & Design (E) Unit 1: Contextual References in Art and Design (E)	43% (1)	67% (2)		
Modules:				
ED2MARD1-1DA11R/CRA Unit 1 Contextual References in Art & Design				

Comments / Reference / Targets

Smart Targets: Have sketchbooks for all lessons beginning next half term. Get list of work

you need to do from tutors

Comments:

Paul has missed a lot of time this term and so he is falling behind in his work, he has also been without a sketchbook and so is losing work. Needs to organize Jim Jack.

Subject	Attendance	Punctuality	
BTEC L2 Diploma in Art & Design (E) Unit 10: Working with Textiles Briefs (BTEC FD Art & Design)	27% (1)	64% (2)	
Modules:			

FD2MARD1-1DA11B/WTB Unit 10 Working with Textiles Briefs, FD2MARD1-1DA11B/WAD Unit 6 Working in the Art & Design Industry

Comments / Reference / Targets

Smart Targets:

Comments:

Elizabeth Eugene.

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Personal Targets

Area of Development:	Attendance and catching up on outstanding work	Jim Jack Date Set: 27 October 2011 Deadline: 27 October 2011
111	Speak to all tutors about the work you have missed then see me so we can make a plan by first week back	Deading. 27 October 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/

Review: Paul has missed lessons through personal issues and so is falling behind in his work. If he has any hope of catching up he needs to be on time and attend every lesson unless this happens very soon he will be at risk of not completing the units. He needs to make a plan about this and see all tutors about outstanding work.

Issues Raised:

Jim Jack.

Course	Attendance	Punctuality
BTEC L2 Dip Art&Design E	30%	81%