The College of Haringey, Enfield and North East London



Learner Review

18 January 2012

Learner: Afroza Akhtar

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			
BTEC Level 1 Diploma in Public Services Functional Mathematics (BTEC L1 Public Services)	67% (2)	88% (4)			
Modules:					
IC1MPSV1-1DA11A/FSM FS Maths					

Comments / Reference / Targets

Smart Targets: Improve Attendance
Comments: Need to attend regularly

Afroza your attendance is very low at the moment and this will effect your progress and attainment at the end of the year.

You need to improve your attendance to over 85%.

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Personal Targets

Area of Development:	behaviour	Kenneth King Date Set: 21 September 2011 Deadline: 21 September 2011
S.M.A.R.T. Target:	More focus in class - complete unit work Complete and submit Unit 5 assignment 1 by 15/Oct	·

Area of Development:	jatteridarice	Kenneth King Date Set: 2 December 2011 Deadline: 2 December 2011
S.M.A.R.T. Target:	To achieve 95% attendance by 14th December	

Area of Development:		Kenneth King Date Set: 12 January 2012 Deadline: 12 January 2012
111	To complete and submit Unit 19 Investigating Rights and Responsibilities assignment by Weds February 3rd.	Deadinie: 12 Sandary 2012

Tutor Review

Comments / Reference / Targets

Review Term: /Spring/

Review:

Afroza has improved. Her overall attendance and behaviour in class has improved since October. She is now a good student he is keen to learn and has made a good start to the year. She has shown good signs of understanding and knowledge and is confident in herself regarding the subject area. Her work content has also improved.

Issues Raised: There is still an issue regards attendance/punctuality on a Monday morning - and for maths - that needs to be improved if Afroza is to progress to Level 2.

Kenneth King.

Course	Attendance	Punctuality
BTEC L1 Dip Public Services T	88%	90%