The College of Haringey, Enfield and North East London



Learner Review

15 March 2012

Learner: Alice Miguel

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)	100%	100%		
BTEC Level 3 Extended	(10)	(10)		
Diploma Business GpB Yr1				
(Tutorial & General Unit) (E)				
Modules:				
NE3MBUS1-1DA21B/HAS Health and Safety				

Comments / Reference / Targets

Smart Targets: Unit 27 H&S Assignment Submit by March 30th 2012

Comments: You have made progress in this unit completing the risk assessment activity.

After the visit to Britvic you will have completed research for the assignment.

Marie Welsh.

Subject	Attendance	Punctuality	
GCSE Maths GCSE Maths Day GpM (GC2MMTH1_1DA11M) (E)	100% (10)	98% (9)	
Modules:			
GC2MMTH1-1DA11M/MTH GCSE Maths			

Comments / Reference / Targets

Smart Targets: Youneed to do the homework on percentages (chapter 17) and score

80% in the next test.

Comments:

Alice works hard in class and has made excellent progress. Alice has handed

in fifteen out of sixteen of the homework set and scored 77% in the recent test.

Abbas Abedi.

Subject	Attendance	Punctuality	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	95% (8)	100% (10)	
Modules:			
NE3MBUS1-1DA21B/FSI FS ICT			

Comments / Reference / Targets

Smart Targets: Practice on past exam paper to build skills and confidence to sit the exam in

May.

Comments: You are making good progress however you need to focus on written

instructions, working with formulas and improve pace of work.

Anita Sampat.

Subject	Attendance	Punctuality		
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Customer Service (L3 Dip Business Yr1) (E)	89% (4)	100% (10)		
Modules:				
NE3MBUS1-1DA21B/BCS BTEC Customer Service				

Comments / Reference / Targets

Smart Targets: Complete Unit 2 by 27 April.

Comments: Anita Sampat.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	88% (4)	100% (10)	
Modules:			
NE3MBUS1-1DA21B/FSE FS English			

Comments / Reference / Targets

Smart Targets: Take part in a formal dicussion by 22nd Feb.

Comments: Donna Kavanagh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	94% (7)	100% (10)
Modules:		
NE3MBUS1-1DA21B/BUE Business Resources , NE3MBUS1-1DA21B/RAS Recruitment and Selection		

Comments / Reference / Targets

Smart Targets: Complete D tasks for unit 2 by 23/03/12

Comments: All tasks submitted to date has been completed to a good standard

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	90% (5)	94% (7)	
Modules:			
NE3MBUS1-1DA21B/FSE FS English			

Comments / Reference / Targets

Smart Targets: Complete a writing level 1 mock by the end of March. Mark against the criteria.

You have worked extremely hard and have passed the speaking and listening

Comments: element of your functional skills. Well done! You have also passed a mock

level 1 reading test.

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended			
Diploma in Business Yr1			
(Enfield)	99%	100%	
BTEC Level 3 Extended	(9)	(10)	
Diploma Business GpB Yr1			
(Tutorial & General Unit) (E)			

Modules:

NE3MBUS1-1DA21B/TUT Tutorial, NE3MBUS1-1DA21B/DTB Developing Teams in Business, NE3MBUS1-1DA21B/ITM Introduction to Marketing, NE3MBUS1-1DA21B/INM Introduction to Marketing, NE3MBUS1-1DA21B/MBE Managing a Business Event

Comments / Reference / Targets

Smart Targets: Complete Unit 3, Unit 19 and Unit 18 with at least Merits by the end of March

with all the work in your Folder

Comments: Need to focus on getting all work completed and all in your folder, then you

need to work on Distinctions in April and not in June!

Mandy Hayward.

...

Personal Targets

Area of Development:	Attendance and Puntuality	Mandy Hayward Date Set: 9 September 2011 Deadline: 21 September 2011
S.M.A.R.T. Target:	To achieve at least 95% attendance and puntuality record for the month of September 2011.	Deadinie. 21 September 2011

Area of Development:	Maths GCSE	Mandy Hayward Date Set: 9 September 2011 Deadline: 12 December 2011
IIIS NA A D I ISPACE	Sign up for Maths and get Grade C. Review progress in December.	Deaume. 12 December 2011

Area of Development:	Work Experience	Mandy Hayward Date Set: 8 March 2012 Deadline: 27 March 2012
S.M.A.R.T. Target:	Think about work experience or volunteering for summer that you could do to improve your skills - see me on 27th march to discuss plan.	Deadinie. 27 Maiori 2012

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
GCSE Maths EGpM	100%	98%
BTEC L3 Ext Dip Business Y1 EGpB	95%	99%