The College of Haringey, Enfield and North East London



Learner Review

06 March 2012

Learner: Dennisse Bustamante Personal Tutor: Debbie Chittock

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			
Entry 3 ESOL 16-18 E3 Workskills GpB (T) (ESEMYNG1- 1DA11B) ICT Class	100% (10)	100% (10)			
Modules:					
ESEMYNG1-1DA11B/ICT ESOL-ICT					

Comments / Reference / Targets

1.Create at least 3 documents with a minimum of 20 words and at least 1 picture.

Smart Targets:

- 2. Create and format at least 2 tables in MS Word and merge/split cells to achieve required outcomes.
- 3. Create at least 1 MS Excel spreadsheet file.

Comments:

Dennisse has achieved good progress in using MS Word to create and save documents. She is able touse of different fonts and text enhancing styles including bold, italic and underlinedand knows how to move/copy text as well as to change text alignment. She has demonstrated ability to insert and format pictures from the Clip art gallery into word processing documents. Dennisse has achieved very good understanding of input/output devices.

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Personal Targets

Area of Development:	Writing	Debbie Chittock Date Set: 27 September 2011 Deadline: 11 October 2011	
S.M.A.R.T. Target:	Strong writing for level 1. Has some difficulty with use of prepostions in her writing so she will complete some level 1 worksheets to help with her use of prepositions. Dennisse says that this was too difficult so her teacher some work to do at E3.		

Area of Development:	II C	Debbie Chittock Date Set: 22 November 2011 Deadline: 22 November 2011
S.M.A.R.T. Target:	Dennise will talk to me about the past using past simple and past continuous. She will practise this in her own time. She will tell me 5 things using past continuous and 5 things using past simple in her next tutorial.	

Area of Development:	IID	Debbie Chittock Date Set: 27 September 2011 Deadline: 24 November 2011
S.M.A.R.T. Target:	Reading is strong for Entry 3 and established for both tasks. She wants to be able to read faster and recognises that she needs to practise more. She will read 4 level 1 story books and complete 4 book reports. Reviewed on Tues 22nd Nov but did not bring to tutorial. Will bring on Thurs 24th Nov.	Deadine. 24 November 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn
Review:
Attendance - 99%
Punctuality - 96%
Denniss'es attendance is excellent and her punctuality are quite good. However when she comes late to lessons she does give a reason/excuse/apology for her lateness.
She is an able student who usually works well but sometimes gets distracted. She uses her mobile phone in class sometimes which is not acceptable.
Dennisse's reading and writing are already established at E3 and she is working at L1. Her focus needs to be on her speaking to improve her fluency and expand her vocabulary. Her listening is slowly improving - she needs to expose herself to as much English outside college as possible (TV, radio, friends, groups, activities)
She does not always complete homework and tutorial work on time - currently she needs to hand in her writing work on prepositions which was due on 11 October.
She will need to work hard in all his lessons to complete all of the Edexcel Personal & Social Development Units within the deadline. I am confident that with continued effort she will be able to pass the Entry Speaking and Listening exams in April.
Issues Raised:
Debbie Chittock.

Review Term: Spring

Review: Dennisse's attendance is 95% and punctuality is 96%. She is progressing slowly and usually works well in lessons. She is quite sullen and withdrawn in class and when she comes late is quite rude in not apologising or explaining her lateness.

He scored 22/30 in the recent mock exams for speaking and listening. She did made any mistakes with the listening part of the test which was very good. However she had difficulty with grammar - forming questions, too much/many, subject and verb agreement, present simple confused with future 'will' comparatives. In addition she did not take turns well with her partner.

She needs to complete her homework and all tutorial work on time and contribute more in class if she wants to progress to L1 next year.

Issues Raised:

Debbie Chittock.

Course	Attendance	Punctuality
ESOL 16-18 E3 Workskills TGpB	95%	96%