The College of Haringey, Enfield and North East London



Learner Review

24 January 2012

Learner: Kadian Lake

Personal Tutor: Lauren Maloney

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			
Cert in Basic Construction Skills Functional English (Llewelyn)	71% (3)	100% (10)			
Modules:					
CR1MPAD1-1DA11A/FSE FS English					

Comments / Reference / Targets

Attend your next 2 classes
To be completed by 11/11/11

Smart Targets: Make 10 new words from BEAUTIFUL using each letter only once. Make 5

sentences using two of your words in each sentence.

Comments:

We have done some free writing and worked on sentences, spelling and reading. You must make more of an effort keep up your attendance as you will fall behind if you do not.

Llewelyn Gamble.

Subject	Attendance	Punctuality			
Cert in Basic Construction Skills Functional English (Llewelyn)	71% (3)	93% (7)			
Modules:					
CR1MPAD1-1DA11A/FSM FS Maths, CR1MPAD1-1DA11A/FSK Functional Skills, CR1MPAD1-1DA11A/FSE FS English					

Comments / Reference / Targets

Log in to your keyskills4u.com account at

http://keyskillstrainer.excellencegateway.org.uk/login.htmlandlook at

Smart Targets: calculations to do with time, money, decimals fractions and averages. Print

your progress chart and bring it to class the week beginning 16th January.

Comments:

Llewelyn Gamble.

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Personal Targets

Area of Development:	Practical	Lauren Maloney Date Set: 28 November 2011 Deadline: 28 November 2011
	You will need to complete all practical and theory work for project one by the 30 th Nov 2011.	

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: Attendance and Standard of work

Issues Raised:

You have just completed 3 weeks on report, and your attendance has improved but is still not above the college requirement of 87%. You will need to complete two more weeks and then we can review again.

You have to pay more attension to you practical work.

Lauren Maloney.

Review Term: Autumn/Spring/Summer

Review:

Kadian because of your low attendance you arenow behind with your work. In order to catch up you need log in to yourkeyskills4u.com account and look at calculations to do withtime, money, decimals fractions and averages. The work we are doing is not beyond your abilities you just need to be in the classroom and be focused. You also need to complete your targets. I have set you a new target. I would suggest that for the New Year you make a resolution to attend all of your classes with the correct equipment i.e. pen, pencil, paper ruler and folder.

Issues Raised:

Llewelyn Gamble.

Course	Attendance	Punctuality
Cert L1 Construction-Painting&Dec TGpA	69%	89%