The College of Haringey, Enfield and North East London



Learner Review

10 January 2012

Learner: Indira Bettencourt

Personal Tutor: Sandra Mirkovic

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	
C&G Level 1 Diploma in	100/	4000/	
Travel & Tourism	40%	100%	
Unit 104 Locational	(1)	(10)	
Geography (E)			
Modules:			
ND1MTRT1-1DA11B/LOG Locational Geography			

Comments / Reference / Targets

Smart Targets: OUTSTANDING WORK / ATTENDANCE

Indira you have failed to complete any work for this unit, you have not completed the following maps A,B,C,D and E your attendance is very low at

Comments: 40% you need to catch up with all the outstanding work by Wednesday 30th

November and I would suggest that you come to C42 and collect the maps

that you need to do and completed all the work for home work. angry

Georgia Demetriou.

Subject	Attendance	Punctuality	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	33% (1)	50% (1)	
Modules:			
ND1MTRT1-1DA11B/FSI FS ICT			

Comments / Reference / Targets

Smart Targets: Complete WP tasks given by 13 Dec

Comments: Make sure you get feedback on each task completed.

Anita Sampat.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in Travel & Tourism C&G Level 1 Diploma in Travel & Tourism GpB (E) (Tutorial & General Unit)	66% (2)	86% (4)	

Modules:

ND1MTRT1-1DA11B/CUS Customer Service, ND1MTRT1-1DA11B/TUT Tutorial, ND1MTRT1-1DA11B/PRE Preparing for Employement

Comments / Reference / Targets

Smart Targets:

Comments:

Indira you must improve your attendance, so If you know in advance that you will not be in, you need to email me on time, so it does not affect your

attendace, and I can authorise it for you.

Sandra Mirkovic.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in Travel & Tourism Unit 103 Customer Service (E)	54% (1)	71% (3)	
Modules:			
ND1MTRT1-1DA11B/CUS Customer Service			

Comments / Reference / Targets

Smart Targets:

Comments:

Indira your attendance and punctuality is very low. Due to this you were not able to complete this unit. You seriously need to improve, otherwise you will not be able to continue to remain on this course.

Sandra Mirkovic.

Subject	Attendance	Punctuality	
C&G Level 1 Diploma in Travel & Tourism Unit 102 UK Tourism Industry (E)	82% (4)	100% (10)	
Modules:			
ND1MTRT1-1DA11B/UTI UK Tourism Industry			

Comments / Reference / Targets

Whilst Craig Nottingham, your tutor for this unit, is absent from College due to ill-health, you should use the study time to get ahead with the work,

assignments and assessments for the units being delivered by your other

tutors. You will then be able to focus on this unit again at a later stage in the year. This means that you should be able to submit work early for other units

and there is no excuse for not meeting deadlines.

Smart Targets:

Comments: Darren Leftwich.

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Personal Targets

Area of Development:	Attendance and Punctuality	Schnell Smith Date Set: 31 October 2011 Deadline: 15 November 2011
IIIS MIN PI I STACT	Achieve 100% attendance and punctuality, making sure that you attend all sessions.	Deadine. 15 November 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L1 Dip Travel & Tourism EGpB	67%	90%