# The College of Haringey, Enfield and North East London



### **Learner Review**

16 January 2012

**Learner: Ipek Bayram** 

**Personal Tutor: Craig Nottingham** 

### **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	
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/FSI FS ICT			

#### **Comments / Reference / Targets**

Smart Targets: Complete all given spreadsheet exercises by 11 Nov.

Comments: In order for me to make an accurate assessment of your ICT skills, you will

need to work on tasks given and asking me for support.

Anita Sampat.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 Unit 18 Tourism Development	80% (4)	88% (4)	
Modules:			
ND3MTRT5-1DA22A/TOD Tourism Development			

#### **Comments / Reference / Targets**

Smart Targets: Improve attendance/Meet all deadlines

Attendance to improve by w/c 28 Nov

Comments: A02- Late submission - To hand in 22 Nov

Ipek to be successful in this unit your attendance needs to improve and all

deadlines met for coursework

Deborah Abrey.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 Unit 13 Working as an overseas resort Representative	71% (3)	90% (5)	
Modules:			
ND3MTRT5-1DA22A/OVP Overseas Reps / FS English			

#### **Comments / Reference / Targets**

**Smart Targets:** 

lpek, you need to seriously improve your attendance / punctuality/ complete

your outstanding coursework!

Comments:

AO1 - Handed in

AO2 - due in 10/01/12

Sandra Mirkovic.

Subject	Attendance	Punctuality	
OCR Level 3 Travel and Tourism Yr 2 Unit 13 Working as an overseas resort Representative	71% (3)	80% (4)	
Modules:			
ND3MTRT5-1DA22A/OVP Overseas Reps / FS English			

#### **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,

Smart Targets: 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.

Comments:

Darren Leftwich.

Subject	Attendance	Punctuality	
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	50% (1)	100% (10)	
Modules:			
ND3MTRT5-1DA22A/CUS BTEC Customer Service			

#### **Comments / Reference / Targets**

**Smart Targets:** 

Outcome 1 for this unit has now been completed and we are working through

Comments: outcome 2. You punctuality has been very good but you do need to pay more

attention to your attendance. Deadline for handing in outcome 1 is on

Tuesday, 22nd November.

Gul Assim.

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	Subject	Attendance	Punctuality
	Jubject	Attendance	I unctuality

OCR Level 3 Travel and Tourism Yr 2		100%
OCR L3 in Travel &Tourism Yr2 (E) (Tutorial and General Unit)		(10)
Modules:		
ND3MTRT5-1DA22A/TUT Tutorial		

### Comments / Reference / Targets

Smart Targets: Improve attendance to 87% by 01/02/12.

Comments: You must address your low attendance if you are to meet your target grade of

Pass

Marie Welsh.

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# **Personal Targets**

Area of Development:		Ipek Bayram  Date Set: 18 October 2011  Deadline: 18 October 2011
S.M.A.R.I. Target:	i need to improve my attendance and also punctuality ins ome areas. also i have to keep up with my deadlines and give in my assignments on time all the time	Deading. 10 October 2011

Area of Development:	attendance and keeping up with deadlines	Ipek Bayram  Date Set: 18 October 2011  Deadline: 18 October 2011
S.M.A.R.I. Target:	i need to improve my attendance and also punctuality ins ome areas. also i have to keep up with my deadlines and give in my assignments on time all the time	Deadine. 16 October 2011

Area of Development:	dedalines	Ipek Bayram
IIIS IVI A R I I STOPT	meet all my dedalines make sure i start thme from the 1st day i get them	Deadine. 10 October 2011

# **Tutor Review**

### Comments / Reference / Targets

None.

Course	Attendance	Punctuality
OCR L3 ND in Travel &Tourism Yr2E	76%	95%