# The College of Haringey, Enfield and North East London



## **Learner Review**

08 March 2012

**Learner: Miran Amen** 

**Personal Tutor: Marina Richards** 

### **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	
Skills for Work & Study E3 English (Skills for Work & Study E3)	90% (5)	89% (4)	
Modules:  BSEMENF1-1DA11A/LIT Literacy, BSEMENF1-1DA11A/TUT Tutorial, BSEMENF1-1DA11A/WKS Work Skills			

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

Show me that you can put capitals correctly in two pieces of writing. Use a

capital:

Smart Targets: - at the start of each sentence

- for the word I = me

Comments:

Marina Richards.

Subject	Attendance	Punctuality	
Skills for Work & Study E3 Maths (Skills for Work & Study E3)	100% (10)	100% (10)	
Modules:			
BSEMENF1-1DA11A/NUM Numeracy			

#### Comments / Reference / Targets

Smart Targets: Learn times tables off by heart Partially achieved 9/01/12

Miran started the course late, but has covered mental strategies for addition, subtraction and multiplication and has been present for the work on written

division methods. We have started looking at fractions.

Comments: Miran is very quiet in class, but I would prefer him to be more vocal when

further explanation is needed. He is very polite and will work hard.

To achieve the target of learning times tables off by heart, Miran will need to read and say aloud each of the tables, and access the E-zone page from

home and use the activities put on there.

Emma James.

Subject	Attendance	Punctuality	
Skills for Work & Study E3 English (Skills for Work & Study E3)	77% (3)	85% (4)	

Modules:

BSEMENF1-1DA11A/LIT Literacy, BSEMENF1-1DA11A/TUT Tutorial, BSEMENF1-1DA11A/WKS Work Skills

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

Make sure you put all your work in your folder. Separate out English and

Maths. Put your ROW at the front of your English work. Show me you have

done this.

Comments:

Marina Richards.

**Smart Targets:** 

Subject	Attendance	Punctuality	
Skills for Work & Study E3 Maths (Skills for Work & Study E3)	76% (3)	93% (7)	
Modules:			
BSEMENF1-1DA11A/NUM Numeracy			

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

Smart Targets: Explain why a bar chart needs a title, scale and vertical and horizontal axis

labels

We have covered number, measure, shape and space.

Miran is still very quiet in class and doesn't contribute to class discussions, however I am always really pleased by the work he manages to produce. Miran has better numeracy skills than he would lead us to believe, but will still sit quietly if he gets stuck than ask for help. I think if he really applied himself

he would find it a subject that he can excel in.

To achieve your target, use the e-zone page to read through the power point on handling data. Also take part in class activities and use your e-zone page

from home to practice.

#### Emma James.

Comments:

Subject	Attendance	Punctuality
Skills for Work & Study E3 English (Skills for Work & Study E3)	71% (3)	92% (6)
Modules:		
BSEMENF1-1DA11A/LIT Literacy, BSEMENF1-1DA11A/TUT Tutorial, BSEMENF1-1DA11A/WKS Work Skills		

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

Punctuate your work correctly using capital letters and full stops.

Go here for help:

http://www.bbc.co.uk/skillswise/topic/punctuation/resources/e3

Smart Targets:

Then do these quizzes by the Easter break:

http://www.bbc.co.uk/skillswise/quiz/en29punc-e3-quiz

Print of your results and give them to me, marked 'targets'.

Comments:

Marina Richards.

..

# **Personal Targets**

Area of Development:	Active Learning	Marina Richards  Date Set: 3 October 2011  Deadline: 3 October 2011
S.M.A.R.T. Target:	Make sure you are actively involved in learning at all times - working in your group, following the text when someone is reading.	Deaume. 3 October 2011

Area of Development:	Attendance	Marina Richards <b>Date Set:</b> 9 November 2011 <b>Deadline:</b> 9 November 2011
IIIS MIN PI I STACT	Your attendance has fallen below the college minimum of 85%. You need to attend every lesson.	Deaumie. 3 November 2011

Area of Development:	Conduct	Marina Richards  Date Set: 5 March 2012  Deadline: 5 March 2012
S.M.A.R.T. Target:	I have had to constantly tell you not to use your phone in class. Using your phone in class is against the college rules. Put it away before coming into class and leave it away till class ends.	Deadine: 6 March 2012

# **Tutor Review**

### Comments / Reference / Targets

Review Term: Autumn/
Review:
You've made a good start to the course and are making progress. You need to improve your attendance. You are well-behaved in class and, although quiet, work well with others. We've discussed some of your ideas for your career and I've advised you to see the careers advisor.
Keep up the good work!
Issues Raised:
Marina Richards.

Review Term: Spring

#### Review:

Miran, you are generally doing well at college and are progressing in some important areas.

In the Christmas Literacy Mock Exam, you scored 29.5/40 for reading and writing and 10/30 for listening. These results suggest you are on track for passing the real reading and writing exam but you need to do more work on your listening exam skills.

In both your maths and English classes, you are polite and willing to work hard. However, we would like to see you speak up more when needing help and being more active in group discussions.

You are a little late in completing your Workskills unit, but I hope this will be finished by the end of the week.

Your attendance is well below the college target and you need to improve this right away by attending all lessons.

Improving you study skills will help you to progress at college and give you good experience for working life. This would include:

- attending all lessons
- putting your phone away during class
- keeping an organised folder
- completing all homework and handing it in on time.

Overall, with a little more effort, I expect you to do well on the course. Thank you for your contribution to the class.

Issues Raised:

#### Marina Richards.

Course	Attendance	Punctuality
Skills for Work&Life E3 TGpA	73%	92%