The College of Haringey, Enfield and North East London



Learner Review

11 January 2012

Learner: Jordan Cornelius

Personal Tutor: Robert Solway

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			
BTEC Level 3 Extended Diploma in Sport Functional ICT (See Generic Sports FS ICT course) (E)	75% (3)	100% (10)			
Modules:					
ND3MSPR1-1DA21A/FSI FS ICT					

Comments / Reference / Targets

Jordan, target is to attend all ICT lessons on time for the next three weeks so **Smart Targets:**

as to bring up his percentage average for attendance.

Comments: Jordan is currentley working at L1/L2

Carlton Dixon.

Personal Targets

Area of Development:	Attendance and Punctuality	Robert Solway Date Set: 12 September 2011 Deadline: 19 September 2011
S.M.A.R.T. Target:	Jordan your attendance and punctuality has so far been poor. This needs to imrprove. Aim for 100% attendance this week.	Deadline: 19 September 2011

Area of Development:	meeting deadlines	Jordan Cornelius Date Set: 13 September 2011 Deadline: 13 October 2011
S.M.A.R.T. Target:	To try and hand in assignments on time or within deadline	Deadine. 13 October 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review:

After a very poor start due to attendance and punctuality Jordan ahas matured into the course well. He now needs to improve the following areas if he is to succeed at level 3.

- 1) Referencing Use of the numeric referencing system. Without this you risk disciplinary action and failing assignments due to plagiarism.
- 2) Meeting deadlines You need to be strategic with how he plans his time. Plan to complete all the pass criteria before attempting the merit criteria for first hand in.

Issues Raised:

Robert Solway.

Review Term: Autumn

Review:

Jordan has been well organised and is starting to get to grips with the workload of the course. He needs to continue working hard if he is to succeed on the course and now needs to pay attention to improving the quality of his work. In particular, he needs to improve his note taking in lessons in order to develop his understanding of the topic.

Issues Raised:

Robert Solway.

Course	Attendance	Punctuality
BTEC L3 Dip SprtCoach (Academy) Y1 EGpA	82%	94%