# The College of Haringey, Enfield and North East London



# **Learner Review**

22 March 2012

Learner: Nigel Ikombo

**Personal Tutor: Marie Welsh** 

### **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 Business Yr1			
(Enfield)	88%	93%	
Functional English (BTEC L3	(4)	(6)	
Dip Business Gp B&C Yr1)			
(E)			
Modules:			
NE3MBUS1-1DA21C/FSE FS English			

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

Smart Targets: Write a covering letter by 30th March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	90% (5)	94% (7)	
Modules:			
NE3MBUS1-1DA21C/FSE FS English	1		

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

Smart Targets: Write a briefing paper by the end of March and proofread.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	93% (7)	96% (8)	
Modules:			
NE3MBUS1-1DA21C/HAS Health and	d Safety		

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

Unit 27 H&S Assignment - submit by March 28th 2012 Unit 27 Assignment 1 -**Smart Targets:** 

submit 16th April 2012

You have made some progress in the unit but it is disappointing that you did Comments:

not submit Assignment 1. Afterthe Britvic visit you will have completed the

research for this unit.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	93% (7)	100% (10)	

#### Modules:

NE3MBUS1-1DA21C/BUR Business Resources, NE3MBUS1-1DA21C/RAS Recruitment and Selection, NE3MBUS1 1DA21C/BCS BTEC Customer Service

#### Comments / Reference / Targets

Submit all outstanding tasks for Unit2 by 16/03/12. Hand in Unit13 P1 to P5 **Smart Targets:** 

and Customer service Unit1 outcomes 1 and 2 by 23/03/12

More seriousness required. You are a Career Academy student who should Comments:

be setting an example...please remember this at all times.

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	83% (4)	85% (4)	
Modules:			
NE3MBUS1-1DA21C/BUE Business Environment			

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

Smart Targets: Complete corrections by 20th January 2012

Comments: Making progress in unit, mostly participating but can loose focus on occasion.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended			
Diploma in Business Yr1			
(Enfield)	89%	94%	
BTEC Level 3 Extended	(5)	(7)	
Diploma Business GpC Yr1	. ,	` '	
(Tutorial & General Unit) (E)			

#### Modules:

NE3MBUS1-1DA21C/TUT Tutorial, NE3MBUS1-1DA21C/MBE Managing a Business Event, NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

#### Comments / Reference / Targets

You need to make sure you have three units signed off with Passes in your **Smart Targets:** 

folder by end of March from term 1 - Unit 2, Unit 3 and Unit 19.

Your target grade was disinction but when have you done Distinction? You need to put in more effort and focus if you are to achieve that. Your behaviour in class too is silly, so this needs to change as you are letting yourself down

and not a pleasure to teach.

Mandy Hayward.

Comments:

# **Personal Targets**

Area of Development:	Career Academy	Mandy Hayward  Date Set: 15 September 2011  Deadline: 15 October 2011
S M A D T Target:	Make sure you find out more about Career Academy and when application form comes out, complete it with care. Objective to get into Career Academy.	Dedume. 10 October 2011

Area of Development:	Business Start up seminar	Nigel Ikombo  Date Set: 14 November 2011  Deadline: 14 November 2011
IISMARI Jarget	On thursday in Hall 1 go to 'James Caan's Business Secrets	Deadine. 14 November 2011

Area of Development:	Organisation and Planning	Mandy Hayward  Date Set: 15 September 2011  Deadline: 14 December 2011
S.M.A.R.T. Target:	Sort out a folder for all course notes, assignments and timetable. Still do not see folder. Show me next lesson.	

# **Tutor Review**

## Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	91%	96%