# The College of Haringey, Enfield and North East London



# **Learner Review**

18 January 2012

Learner: Stephen Po

**Personal Tutor: Kevin Solomon** 

### **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
Diploma Level 2 - Carpentry		
Diploma in Site Carpentry L2	0%	0%
Yr1 GpA (T) (Tutorial and	(1)	(1)
General Unit)		

#### Comments / Reference / Targets

Stephen has only attended one class so far, however from his initial assessment results he should be able to catch up with the work he missed within a short space of time. Llewelyn Gamble.

Subject	Attendance	Punctuality
Diploma Level 2 - Carpentry Diploma in Site Carpentry L2 Yr1 GpA (T) (Tutorial and General Unit)	40% (1)	0% (1)
Modules:		
DP2MSCPW-0DA21A/KSY Ke	y Skills	

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

Stephen has only attended one class so far, however from his initial assessment results he should be able to catch up with the work he missed within a short space of time. Llewelyn Gamble.

Subject	Attendance	Punctuality
NVQ Level 2 Carpentry NVQ 2 Wood Occs WBL GpA (T) (Tutorial and General Unit)	1 (1)	0% (1)

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

Smart Targets: First & Second Fix Works

Comments:

Stephen has fitted cladding

Door lining to be fitted

Hang door & fit ironmongery

Kevin Solomon.

Subject Attendance Punctuality	
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Diploma Level 2 - Carpentry	0%	0%
Diploma in Site Carpentry L2 Yr1 GpA (T) (Tutorial and General Unit)	(1)	(1)

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

Smart Targets: Attend all sessions

Comments: Must contact tutor regarding absence from class

Will be monitored every week and finally after 4 weeks from the 9/3/11

Kevin Solomon.

Subject	Attendance	Punctuality
Cert in Basic Construction Skills Adult Literacy (Cert in Basic Construction Skills)	50% (1)	33% (1)
Modules:		
DP2MSCPW-0DA21A/KSY Key S	Skills	

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

Smart Targets: Come to your next lesson at 08:55

Comments:

Even though his attendance and punctuality is poor Stephen is on target and up to date in all his work.

Llewelyn Gamble.

## **Tutor Review**

**Comments / Reference / Targets** 

Review Term: Autumn/Spring/Summer

Review: Theory coursework

Issues Raised: Portfolio organisation

Stephen there is vast amounts of theory work in your folder that is written in pencil. It needs to be in pen before I can mark it.

Written coursework is not in its relevant units.

Listed below are your assignments that are incomplete.

Section 8 Fixing Devices is incomplete

Institute of Carpenters Multi-choice questions is incomplete

Components & adhesives is incomplete

Materials Questions is incomplete

PPE Student Activity 2 is incomplete

Chapter 7 Drawings is incomplete

9.8 Door Frames & Linings is incomplete

Second Fix Tasks is incomplete

Kevin Solomon.

Review Term: Autumn/Spring/Summer

Review: Stephen has many reasons while he is pesistently late for class in the mornings and on some teabreaks but none of them are valid.

Issues Raised: A Report card was issued, yet Stephen still makes promises to arrive on time.

Kevin Solomon.

Review Term: Autumn/Spring/Summer

Review:

Theory portfolio

Frames & linings to finish

Nails & Fasteners to finish

CC2012K Circular Saw to finish by 13/12/11

Issues Raised: Timekeeping hasn't improved, will try harder next time.

Kevin Solomon.

Course	Attendance Punctuality
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