The College of Haringey, Enfield and North East London



Learner Review

11 January 2012

Learner: Ayten Dalman Personal Tutor: Gul Assim

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:			
ND2MAVE1-1DA11A/FSI FS ICT			

Comments / Reference / Targets

Smart Targets:

Prepare for ICT mock w/c 10 Oct

Comments: Anita Sampat.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 204 - Airport Check in Services (E)	93% (7)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ACI Airport Ch	eck In		

Comments / Reference / Targets

Smart Targets:

Task A, Airport check in, is due to finish within the next couple of weeks, please keep up to date with all your training notes, to ensure you meet the

Comments: deadline at the beginning of December.

Your attendance and punctually has been very good, keep going.

Gul Assim.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 203 - Aviation Communications (E)	93% (7)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/AVC Aviation Communications with FS English			

Comments / Reference / Targets

Smart Targets:

A very good attendance / punctuality.

Comments:

Up to date with your work.

In order to gain more confindence you need to try to be more involved in the

classroom discussions.

Sandra Mirkovic.

Subject	Attendance	Punctuality	
C&G Level 2 Diploma in Aviation Environment Unit 208 - Airport Baggage Facilities (E)	86% (4)	100% (10)	
Modules:			
ND2MAVE1-1DA11A/ABF Airport Baggage Facilities			

Comments / Reference / Targets

Attendance to improve by 01 Dec

Smart Targets:

Task A to be submitted by 24 November

Comments:

Deborah Abrey.

Subject	Attendance	Punctuality
Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)	92% (6)	100% (10)
Modules:		
ND2MAVE1-1DA11A/PSN Passengers with Special Needs , ND2MAVE1-1DA11A/CUS BTEC Customer Service		

Comments / Reference / Targets

Smart Targets: Deadlines / Assessment

BTEC Customer Service

You need to ensure that you make the relevant adjustments to the referred tasks/elements ready for final submission on **Thursday 24th November**

(attendance for this subject is excellent 100%) smile

Aviation Special Requirements

Comments:

Well-done you have met your 2nd and final deadline for Task A, however you still need to complete your test paper for task B. Ayten you need to ensure you attend the additional learning support sessions weekly once the booking has been confirmed so that my colleagues can help you structure and provide you with additional literacy support. (Attendance for this subject needs to be

improved 85%) sad

Georgia Demetriou.

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Personal Targets

Area of Development:	aviation-check in gul 204	Ayten Dalman Date Set: 7 October 2011 Deadline: 7 October 2011
IIIS MIN PI I JARAGE	become confident in role plays going infront of the class and talk with with the group	Deadline: 7 October 2011

	giorga 209	Ayten Dalman Date Set: 7 October 2011 Deadline: 7 October 2011
IIIS MIN PI I JARAGE.	become confident in role plays going infront of the class and talk with with the group	200001 2011

Area of Development:	aviation-aviation communication sandra	Ayten Dalman Date Set: 7 October 2011 Deadline: 7 October 2011
IIS IVIA PI I STABT I	become confident in role plays going infront of the class and talk with with the group	Deadine. 7 October 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
C&G L2 Dip Aviation Envrnmnt E	94%	100%