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| **PLP (Section 2)**  |
| **Provider Name** |   | **Learner Name** |   |

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| **Course Code/s**  |
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This section of your PLP will be completed **during** your course/s

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| **Targets –** What do you want to achieve whilst on your course?Targets must be **S**pecific, **M**easurable, **A**chievable, **R**elevant and **T**ime-**B**ound (SMART) |

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| **Individual Target**  |
| **Specific** - Please write down a target you are setting yourself on this course | *Example - By the end of this course I will understand how to calculate percentages. Example - By the end of this course I will have updated my CV*  |
| **Measurable and Achievable** - How will you be able to measure whether you have achieved your target? | *Example - I will be able to complete equations correctly using percentages. Example - I will have an up to date, saved CV that I can use to apply for jobs.*   |
| **Relevant** - How is your target relevant to you and the course that you are on? | *Example - I am studying a Level 1 Maths course and percentages are one of the units. Example - My course is intended to help me gain employment*   |
| **Timebound** - When do you hope to achieve your target? |   |
| **Tutor Comments**  |
| How will you support the learner in achieving this goal?   |

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| **Progress Record**  |
| **Individual Target Progress please** input review date prior to each comment |
| What progress have you made against your individual target?*Example:**15/03/22 – I have made good progress on my CV- all education and employment information now updated*.  |
| **Overall Course Progress** please input review date prior to each comment |
| What progress have you made?*Example:**16/03/22 – I have finished my first unit and understand how to use measurements better*.  What areas do you feel you still need to develop further?*Example:**16/03/22 – An understanding of how to use percentages.*   |

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| Tutor Comments **-** please input review date prior to each comment |
| Tutor’s positive developmental feedbackExample:*16/03/22 – Good understanding of measurements demonstrated. Remember going forward, the importance of using the correct units of measurements (e.g kg, g, cm, km)*  Specific areas of focus for the learner - including stretching and challenging*Example:**16/03/22 – Next session we will focus on percentages. Please use BBC Bitesize to review this prior to the session.*   |

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| **Provider Declaration**I can confirm that the details within this plan are accurate  | [ ] (tick to confirm) |
| Name/Signature |   | Date |   |

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| **Learner Declaration**I can confirm that the details within this plan are accurate  | [ ] (tick to confirm) |
| Learner Name/Signature |   | Date |   |