



GETTING STARTED

Learning to drive is an exciting adventure which will certainly affect the rest of your life. It will revolutionise your social life and probably influence where and how you work. No longer will you be dependent upon other people for lifts. You will be independent and be able to live your life the way you want. It is said that the world is becoming a smaller place, but when you have to walk to and from Tescos or Morrisons in the pouring rain with the weekly groceries that statement may seem inaccurate.

For most people, however, the thought of actually learning to drive is a little scary. It doesn't matter who you are or what your experiences are, you are going to feel nervous about taking the first lesson. This is totally understandable and we will always do our very best to put you at ease as quickly as possible. We have found that it helps considerably if you know what to expect and fully understand what learning to drive is all about. It will also help to know what you will be expected to do and, of course, information about the driving tests.

The purpose of this first document is to get you started by explaining about obtaining your provisional licence and what to expect from your first practical driving lesson.

We will start at the beginning and describe in some detail all of the processes which you will encounter on your way to the full driving licence.

Once you have your provisional licence you can get started. You do not have to begin your practical driving lessons before you begin studying for your DVSA Theory Test. In fact, there is no reason why you should not take and pass your theory test before your first practical driving lesson. Having the theoretical road knowledge will make the practical lessons more understandable and will probably reduce the number which you will need. In the Theory Test download you will find a list of our recommended books and materials along with a study guide to help you get started.

Learning to drive is a serious commitment and must be considered carefully. Try to plan for a regular programme of lessons and consider how many lessons you want each week. The more frequent the lessons, the quicker you will get through the syllabus and so pass the test. Two-hour lessons are usually much more efficient than a single hour or even 2 separate single-hour lessons because less settling in and warm up time will be required overall. Decide if you are going to practise in your own or the family car. Good quality private practice will help you gain valuable driving experience and road sense and also help to reduce the number of lesson that you will need.

PROVISIONAL LICENCE

Application for a driving licence
 If you are applying for a lorry or bus licence, you need to fill in a D2 application form.
Please read booklet INF1D before filling in this form.
 Do it online at www.direct.gov.uk/drivinglicence

1 What are you applying for?
 Please put a against all that apply:
 A first provisional (learner) licence
 To drive a car at 16 because I am getting Disability Living Allowance (mobility component) at the higher rate
 To change my name and/or address on my licence
 To replace my licence as it has been:
 lost stolen defaced destroyed
 To exchange my paper licence for a photocard licence
 To renew my licence at age 70 or over
 To renew the photo on my licence
 To renew my licence:
 for medical reasons because it was revoked or I was disqualified (if you were disqualified in the UK please give (if you know it) the date: _____ and the name of the court: _____
 Are you currently disqualified in any other countries? Yes No
 If yes, which countries are you disqualified in? _____
 To exchange my licence:
 After passing a test
 Enter categories passed here: _____
 To remove expired endorsement details
 To add provisional motorcycle entitlement
 To remove expired 25kw motorcycle restriction
 To exchange my Northern Ireland licence
 To exchange my non UK licence for a British one
 Which country issued it?
 If you didn't pass your test in the issuing country, which country did you pass it in?
 - If you passed your test in Canada, see INF1D.

2 Your details
 Your GB driver number (if you know it): _____
 Title: Mr Mrs Miss Ms Other (for example, Dr) _____
 Surname: _____
 First name: _____
 Date of birth: _____
Full current address
 House No. _____

 Postcode _____
 If any of the details above have changed since your last licence was issued please give the previous details below.
 Country you were born in: _____
 If you have lived in another EC or EEA country in the last 12 months, please tell us which:
 What date did you come to live in the UK? _____
3 Your eyesight
 Please see note A over the page.
 Can you read a car number plate (with glasses or corrective lenses if necessary) from 20.5 metres? Yes No
 Do you need to wear glasses or corrective lenses when driving? Yes No

Organ donation
 I want to register my details on the NHS Organ Donor Register as someone whose organs/tissue may be used for transplantation after my death. Please tick the boxes that apply.
 Any of my organs and tissue or
 Kidneys Corneas Heart Lungs Liver Pancreas

Official use only
 Passport
 Bi/cent
 Mi/cent
 Other
 No ID
 IPS
 No IPS One
 No Photo
 Photo Auth
 Req Add ID
 Inspect Sec/Res
 DAM Addr
 S-Doc
 Non-Plas
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Before you do anything else you will need to get this licence. You cannot drive a vehicle on the public roads without one or even book your DVSA Theory Test. You can, however, obtain one in advance of your 17th birthday, but it won't become valid until that day.

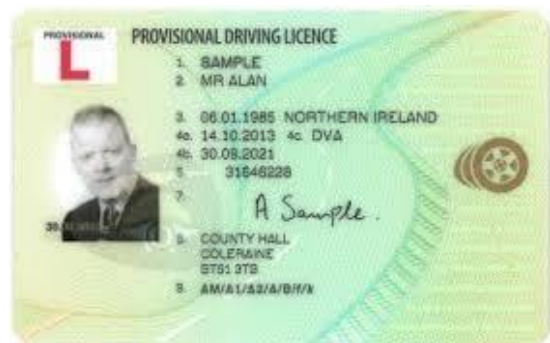
To qualify for a UK driving licence you need to be a resident of the UK and be at least 17 years old, (16 years old if you are getting Disability Living Allowance (mobility component) at the higher rate of allowance. You also need to be able to read a standard car number plate (with or without corrective lenses) from a distance of 20.5 metres.

The application form **D1** can be found at all main Post Offices. You will also need two passport type photographs, one of which needs to be signed by a 'reliable' person. The booklet **INF1D** which accompanies the application form gives a list of acceptable 'reliable' persons. This person will also need to sign a declaration on the application form that they have known you personally for at least 2 years.

The DVLA will charge you £34.00 if you apply for your provisional licence online, £43.00 if you apply by post. When you pass your practical driving test however the DVLA will automatically send you your full licence through the post at no extra cost.

Your provisional licence now only comes in one part.

The **photocard** – which you are expected to carry around with you, shows your photograph and a list of your driver entitlements.



Because your Photocard Driving Licence doesn't give any information about your driving entitlements and endorsements it is probable that your instructor will ask you to bring along your National Insurance Number so that on-line checks can be made about your status.

This is normal and has to be done to satisfy the instructor about your entitlement to drive his tuition car.

DRIVING INSTRUCTORS

Apart from a very few driving instructors who are employed by agencies such as the police force or the armed services, all instructors are self employed. Even those who operate under the banner of a large driving school such as The BSM or The AA are still self-employed; it is just that they work independently under the school franchised name.

It is a legal requirement that, in order to accept any form of reward, including money, in return for driving lessons, all instructors must be included on the *DSA Register of Driving Instructors*. To qualify for entry onto this register it is necessary to pass three qualifying exams and be deemed 'a fit and proper person'.

The first exam is a computer-based theory test, similar but more stringent to the one you are required to pass. It is necessary to pass this Part I exam in order to take the Part II exam which is an hour-long driving test with a specialist DVSA examiner. During this test the potential driving instructor (pdi) is required to drive on all road types, including motorways, and perform all of the reversing manoeuvres.

The third and most difficult test, Part III, is where the pdi is required to demonstrate his/her teaching ability. This is achieved by the specialist examiner assuming the role of a learner driver and asking the potential instructor to "teach" him/her a particular subject such as a reverse around a corner or how to deal with road junctions etc. During the hour-long test the pdi will be expected to perform two teaching exercises.

In order to allow the novice instructor to gain some practical teaching experience, a 'part trained' instructor can apply to the DVSA for a 'pink' trainee licence which allows him/her to teach under supervision for a maximum period of 6 months. After this time he/she will be expected to take the Part III test and, assuming a pass, will be awarded the full 'green' badge which denotes a fully qualified instructor.



Part Trained Licence



Full ADI Licence

After qualification, the instructor will have to undergo periodic 'check testing' to ensure that the teaching standard is being maintained. If the standard drops below a certain level, the instructor can be stripped of his/her qualification and be forced to stop teaching.

The green badge is the minimum level required to teach but there are further levels of qualifications available to your driving instructor, such as the Diploma in Driving Instruction, qualifications in Driving Instructor Training, Advanced Instructing and Fleet Driver Trainers.

DRIVING LESSONS

There is a great deal of ground to be covered when learning to drive and your instructor will have a tried and trusted syllabus for you to follow.

You will be taught:-

- How to enter and leave the car safely
- How to use all of the car's controls, including steering
- How to pull away on the level and on hills and be able to stop safely, making full use of observation and mirrors
- How to change gear and progress along the road
- How to position the car for maximum observation and safety
- How to overtake and meet oncoming traffic
- How to deal with pedestrian crossings
- How to deal with all junction types, including crossroads and roundabouts
- How to understand and interpret the road rules and how to apply them
- How to perform all reversing manoeuvres
- How to stop the car in an emergency
- How to understand and predict the actions of other road users
- How to routinely check the car's fluids and bulbs etc

The first lesson is very important. Unless you are an already experienced driver your instructor will not expect you to drive immediately. He or she will drive you to a suitably quiet area (possibly a car park) where you can get used to the car without the distraction and worry of other traffic. The very first thing to be done is a brief check to make sure that your eyesight meets the minimum legal requirements. Your instructor will then ask to see your provisional driving licence.

Having done all of the necessary administration your instructor will then ask to swap seats with you so that he/she can explain all of the essential controls of the car. It is essential that you have at least a basic understanding of how the car works and what the individual controls do.

Your instructor will then explain about the safety procedures and the best way to adjust the seat and mirrors for maximum comfort and effectiveness. After all of this you will be shown how to start the engine and how to make the car move away safely, and then stop of course.

There is a lot to be covered in the first driving lesson so wherever possible we recommend that you should book a 2-hour lesson.

Finally, towards the end of the lesson your instructor will design a learning plan with you. This is best achieved by having at least an hour a week on a regular basis, although a 2-hour lesson would certainly speed up the learning process.