

Your Progress Report

What isn't measured can't be improved

1	2	3	4	5
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Student's
Name

Theory Test
Date

Practical Test
Date

Basics

	Introduced	Helped	Prompted	Independent	Reflection
	Level 1	Level 2	Level 3	Level 4	Level 5
Legal responsibilities					
Safety checks					
Cockpit drill					
Security					

Controls and moving

	Introduced	Helped	Prompted	Independent	Reflection
	Level 1	Level 2	Level 3	Level 4	Level 5
Controls & instruments					
Moving away and stopping					
Gears & clutch/hill starts					
Safe positioning					

Junctions, roundabout & crossings

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Junction left approach					
Junction left emerge					
Junction right emerge					
Junction right approach					
Crossroads & Y junctions					
Traffic lights					
Pedestrian crossing					
Roundabouts					
Mini roundabouts					

Observations, signalling & planning

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Mirrors & Signal					
Meeting traffic					
Anticipation & planning					

Observations, signalling & planning (cont)

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Road signs & markings					
Use of speed					
Other road users					
Overtaking					
Fuel efficient driving					

Manoeuvres

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Parallel parking					
Bay parking					
Reverse on the right					
Emergency Stop					
Turning the car around					

Road types & driving conditions

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Country roads					
Dual carriageways					
Town/city roads					
One way roads					
Driving in the dark					
Weather conditions					
Passengers & load, steep roads					
Motorways					

Following routes

	Introduced Level 1	Helped Level 2	Prompted Level 3	Independent Level 4	Reflection Level 5
Following Signs					
Using a sat nav					

Show me tell me questions covered?

☐

Mock Test Passed

☐ ☐ ☐


Summary

Date started lessons	Date passed	Lessons taken (hrs)	Test attempts	Pass Plus course

Comments

Block booking start/end dates & payments

Your Guide

Basics

Legal responsibilities

As a driver, it's your responsibility to know how the law relates to both yourself and your vehicle, so make sure that you're up to date with the rules and regulations.

Safety checks

It's important that your car is in good working order before you start the engine. You need to be aware of what to check, how to do it and how often to do it.

Cockpit drill

These checks may be simple, but they're essential. The car you're using needs to be comfortable and ready for you to drive before you start the engine.

Security

This covers not only the security of your vehicle but also its contents and your personal security. You need to be aware of the ways that you can reduce the risks.

Controls and moving

Controls and instruments

You need to concentrate on what's happening around you when you're driving, so operating the vehicle's controls should become second nature.

Moving away and stopping

You have to move away and stop every time you drive and that's why it's so important to make sure that you know how to move away and stop safely.

Safe positioning

Make sure that you drive in the correct position for the road on which you're travelling. It's important not only for your safety but also for the safety of other road users.

Junctions, roundabouts & crossings

Junctions

There are many different types of junction. You need to be able to negotiate any junction on any type of road safely, without holding up other traffic unnecessarily.

Roundabouts

To deal with roundabouts safely and confidently, you should have a thorough understanding of the rules that apply when approaching and negotiating them.

Pedestrian crossings

You should be aware of the basic rules that apply to all pedestrian crossings but you also need to know the differences between each type of crossing.

Observations, signalling & planning

Mirrors & signal

You must know what's happening around you at all times and act safely on what you see. You need to understand, and respond safely to, signals given by other motorists and give clear, well-timed signals to other road users so that they know what you're planning to do.

Anticipation and planning

These skills are found in all areas of driving. You should always be aware of what's going on around you while planning what you need to do in response. Planning ahead can also save you fuel, because easing off the accelerator earlier means you may not need to use the brakes as often or as heavily.

Use of speed

Your speed should be based on various factors, including the condition of the road, weather and traffic, and the presence of pedestrians. Always drive within the speed limit.

Observations, signalling & planning (cont)

Other traffic

*In most cases when you're driving, there will be other traffic on the road. You need to be able to deal safely and confidently when **meeting**, crossing and **overtaking** other vehicles.*

Fuel-efficient driving

Everything from the type of car and its fuel consumption to the way in which you drive influences the environment. You need to understand how to minimise the negative effects and how to contribute to keeping the air we breathe cleaner.

Manoeuvres

Reversing (parking)

You should be able to reverse smoothly and safely while under complete control. This includes reversing to the left and right around sweeping curves and sharp corners. Whether you're parking at the side of the road or using a bay in a car park, you need to gain the skills to do this safely before you drive on your own.

Emergency stop

Effective scanning and reading of the road ahead will cut down the risk of having to make an emergency stop. If it's unavoidable, brake as quickly as possible while keeping the car under full control.

Turning the car around

To turn your vehicle around, it's often easiest and safest to use a roundabout or reverse into a side street. However, if these options are not available, you may need to turn your vehicle around in the road.

Road types and driving conditions

Country roads

Country roads can be trunk roads carrying heavy traffic or narrow lanes where there's single-file traffic. You must be able to judge the safe speed to drive at, while taking account of the visibility, signs, hazards and other traffic, as well as road and weather conditions.

Dual carriageways

Some dual carriageways are similar to motorways, with the same speed limit and slip roads to join and leave. Unlike motorways, dual carriageways can have junctions and roundabouts where traffic can join, leave, cross and turn right from the carriageway.

Town driving/one-way

Town driving often involves negotiating busy streets with pedestrians, cyclists, traffic lights, parked cars, and features such as one-way roads that require extra awareness of signs and road markings to avoid going the wrong way.

Road types and driving conditions (cont)

Motorways

Learner drivers can only drive on motorways with an approved driving instructor (ADI) and in a car fitted with dual controls that's clearly displaying L plates. Your ADI will be able to tell you when you're ready to take lessons on the motorway. However, motorway driving is not part of the driving test.

Driving in the dark

There are many factors that make driving in the dark more hazardous. Judging speed at night can be difficult, so be particularly careful at junctions.

Weather conditions

You need to be aware of the effect some weather conditions, such as fog and low sun, can have on visibility. Other conditions, such as ice, snow and rain, can affect the way that your vehicle handles.

Passengers and loads including steep roads

As a driver, you need to understand the responsibilities that you have to any passengers, whether they're adults or children, and also how to secure any items that you're transporting. Take extra care not to lose power on steep up-hills and avoid exceeding speed on sloping downhills.

Following routes

Following signs

You need to be able to drive and keep full controls when following directions from signs and road markings

Using a sat nav

You need to be able to drive and keep full controls when following directions from a sat nav or a series of traffic signs.

Making progress in your learning



You'll move through 5 levels of progress in each of the skills to be a safe driver.

Level 1: Introduced

The subject is introduced and you're able to follow the instructions you're given.

Level 2: Helped

You're improving with the skill, but still need a bit of help.

Level 3: Prompted

Sometimes you need prompting with the skill, especially if it's a new or unusual situation.

Level 4: Independent

You're dealing with the skill consistently, confidently and independently.

Level 5: Reflection

When you talk to your instructor, you show that you understand how things would have been different if you had done something differently. You can adapt to situations and see why perfecting the skill makes you safer and more fuel-efficient.

Designed by

Abdul Muhith

Approved Driving Instructor (ADI) & Director

MasterDriving.uk

drive@masterdriving.uk

+447777 282 027