

*(Brackets refer to sections in the Highway Code)*

**Before setting off**

Ensure your vision is up to standard. Switch off the 'phone (97, 149). Be familiar with the controls, know how to use them. Adjust the seating, steering wheel and mirrors (97). Put on your seat belt (99).

**When moving off**

Use all mirrors and look round. Have another check just as you move off, (159). Be aware of cyclists and motorcyclists who may be passing on either side (152). Avoid hesitation. Be prepared to accelerate from danger.

**The major controls**

Operate the clutch reliably and use the correct technique. Accelerate smoothly, particularly when changing gear. Always be in the correct gear. Do not look at the gear lever. Use high gears when appropriate as this reduces carbon emissions. Don't ride the clutch. Steer smoothly and accurately. Do not turn the wheel too late. Use the appropriate steering technique. Brake smoothly and progressively (117).

**Positioning**

Do not shave the kerb (145) parked vehicles or other road users. Do not drive on the pavement (145). Keep between lane dividers, (131). Keep left, (See 160). You should normally exit roundabouts in the left lane. Return to the left lane on dual carriageways, (137,138). Follow signs and road markings and get in the lane as directed, (134,184). Consider driving on white diagonal stripes when it is safe and necessary to do so, (130). Position your vehicle so that you can see and be seen. If possible use the camber to your advantage.

**The correct use of speed**

Do not exceed the speed limit (124). Follow at a safe distance (126). Go slower when there are potential hazards (125, 146) such as pedestrians and children (208), vehicles moving off, doors opening, cyclists (211), animals (214, 215), pot-holes and puddles (152, 206, 209), and hidden dangers. Do not habitually slow down before changing position. Drive decisively. Plan well ahead so you do not drive too slowly or stop unnecessarily, particularly at empty roundabouts. Give way to traffic on your right at roundabouts. Generally brake before cornering and accelerate as you turn.

**Observation and signalling**

Please go straight on unless directed otherwise. Follow road signs and markings (134). Monitor the mirrors regularly (161). Check the mirrors and signal your intentions clearly and in plenty of time and cancel indicators after use (103). Do not dazzle other road users (114). Do not signal by mistake. Your speed, position and eye contact are also a means of signalling. React correctly to the actions of other road users. Plan ahead, particularly at lights, crossings and junctions (146). Look both ways as you emerge from or cross junctions. Do not impede other drivers at obstructions and junctions, especially roundabouts. Check your mirrors if you might need to alter speed or position. (Check to the sides when possible). Check all directions when manoeuvring (202, 206).

**Knowledge and attitude**

Make certain that you understand and act on road signs and markings (109), know the speed limit at all times (124). Understand how complex junctions are navigated. Know the meaning of flashing headlamps (110, 111). Be patient and considerate (147). Take responsibility and make your own decisions.

**Stopping**

Obey all traffic light signals (175, 146) and traffic signs giving orders (109, 171)). Be prepared for the unexpected (146, 152, 154). Check the mirrors before slowing or stopping (161). Do not change down unless it is necessary. Avoid coasting (112). Remember that brake lights warn following drivers that you may be stopping. Never brake unexpectedly. Avoid blocking other road users when you stop (239 to 244), at side roads, box junctions, crossings (192, 291), advance stop lines (178) cycle lanes, driveways, bus stops and hazards. Leave space to move off without needing to reverse (151). Do not brake unexpectedly. Apply the handbrake and put the vehicle in neutral when you have stopped.

**Name of driver** ..... **area**..... **mileage** ..... **mpg**.....

**Instructor and date** ..... **Vehicle** .....