



Terms & Conditions

General conduct

Myself and my instructors are legally authorised to give driving tuition in the UK by the Driver and Vehicle Standards Agency (DVSA). We will behave in a professional and ethical manner at all times. My training cars will be well maintained, clean and tidy (weather permitting). My cars are fitted with dual-controls and fully insured for driving tuition purposes.

Driving Licence and eyesight

You must hold a current, valid driving licence (provisional or full). If you can send me your full driving licence number, the postcode which is on your licence and your National Insurance number so that I can carry out a licence verification and entitlement to drive, which is routine and must be done in advance of your first driving lesson. Alternatively you can provide me with your own license check code from the gov website.

Any information sent to me via messages/email is treated as private and will be protected under the Data Protection Act.

You must also check that you can read a number plate at a distance of 20.5 metres (i.e. 67 feet - about 5 car lengths) with prescribed visual aids (i.e. contact lenses or glasses) if normally worn. Please note if you need contact lenses or glasses to achieve this you must make sure you wear them on each and every driving lesson.

Safety, comfort and well being

Safety is a shared responsibility as identified below:

- In the interests of comfort and safety please wear sensible footwear and clothing which does not restrict movement or which is inappropriate, distracting or could lead to embarrassing situations.
- It is important you act responsibly at all times and give your undivided attention to the driving task in hand. Should anything be distracting you during your lesson it is important that you make us aware of this fact even if it is something we are doing.
- In an emergency situation it is important you follow our instructions and allow us to take control of the steering wheel if necessary to avoid an incident. We may also need to make use of the dual controls (i.e. brake and or clutch pedals). As soon as it is safe to do so we will advise you of why those actions were necessary. Any subsequent discussion will focus on what can be learnt rather than who was to blame.
- You must take note of any medication you are taking which may affect your ability to drive safely and advise us accordingly before taking any lesson booked. Similarly, you should inform us of anything you feel might impact on your ability to undertake the proposed lesson safely.
- In the event it becomes apparent you are unable to concentrate due to illness, tiredness, or your emotional state of mind the instructor reserves the right to terminate the lesson early or require your agreement to choose an alternative learning activity which can still be undertaken safely.

Driving under the influence

To ensure the safety of you, us and other road users, we reserve the right to cancel any lesson if we think or suspect you could be under the influence of drugs, legal highs and/or alcohol (prescribed or otherwise). As per point 3 above if you are taking medication of any form we need to be advised.

If this occurs the full training fee for the period in question will be lost or charged

Lesson times and postponement

We operate a 72 hour cancellation policy and you will lose your fee, or will be required to pay for, any lessons booked which are postponed or cancelled by you, in that period.

I operate a strict policy that lessons will start and finish on the booked times, from the arranged location. If you arrive late for your lesson you will lose that lesson time because the diary is booked into slots and the next slot unless yours will be booked to another.

At times we may be late due to traffic, in these circumstances we will do our best to try to extend the lesson or rebook the lost time on the next lesson.

We reserve the right to postpone any lesson due to bad weather or conditions outside of our control, if this happens lessons will be rearranged at the earliest convenience. We will not be responsible for any costs you incur for a lesson before cancelled or moved.

Students with tests booked will take priority wherever possible and this may result in lessons being rescheduled or cancelled. Sometimes this may happen at last minuet due to cancellations and tests being moved by the DVSA.

Payments

All lessons are paid in advance and payment is to be made by BACS a minimum of 7 days prior to each lesson (unless otherwise agreed).

Intensive courses require a 50% deposit (of the total fee) paid at the time of booking and the remaining 50% needs to be paid a minimum of 14 days before the first lesson.

Any courses cancelled with less than 14 days notice of the start date will lose the 50% deposit (this is because you block book the diary which can then be hard to fill)

If during the intensive course you decide at anytime you no longer wish to continue there will be no refunds

All payments made will need to use the students name and lesson date as a reference.

Student Name:

Signature:

Parents/Guardians Name (for under 18's):

Signature:

Date: