



Driving Standards Agency

Safe and Responsible Driving

(Cat B)

Syllabus v2.0

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Introducing the Safe and Responsible Driving Syllabus - a message from the Chief Driving Examiner

The Safe and Responsible Driving Syllabus™ (the Syllabus) sets out an approach to training drivers in the skills, knowledge and understanding required to be a safe and responsible driver of a Category B vehicle. It is based on the DSA's National Standard for Driving™ and will contribute to DSA's overall objective of reducing the number of people who are killed and seriously injured on our roads by describing good practice in the field of driver training as well as providing a benchmark for performance in underpinning lifelong driver development.

It will be of use to trainers, driving schools, individuals, employers, Sector Skills Councils and standards setting bodies, regulatory authorities and awarding bodies, education and training providers and producers of learning materials.

The Syllabus relies on the body of research and consultation which provides a firm foundation for the National Standard for Driving™. We hope it will also provide a bridge between the work of the DSA, the standard setting organisation for safe and responsible driving, and the providers of driving related vocational qualifications.

In line with our philosophy of safe driving for life, DSA recognises that the Syllabus will evolve and develop over time. We also recognise that, in a world of client-centred learning there will be many different, but equally valid, ways to deliver the desired learning outcomes. We will be engaging with our key stakeholders to ensure that this syllabus remains up-to-date. We are currently trialling supporting documentation for trainers and will make this available once the trials are complete.

Trevor Wedge

Chief Driving Examiner and Director for Safer Driving

N.B.

Anybody wishing to undertake training in any element of this Syllabus must ensure that they fully comply with all legal requirements.

The word 'vehicle' has been used in the text to cover all types of cars and light vans included in Category B

The Syllabus at a glance

Aim of the Syllabus

This Syllabus aims to provide a structured approach to acquiring the skills, knowledge and understanding to be a safe and responsible road-user in this class of vehicle.

Drivers who fully engage with the programme of study and training that this Syllabus supports will be able to demonstrate:

- their knowledge and understanding of the theory of safe driving
- their ability to apply their theoretical knowledge and understanding while driving
- their ability to reflect on their own driving performance and to recognise the need to take remedial action if appropriate

Who is this Syllabus for?

This Syllabus is intended to provide information for:

- the learner (provisional and full licence holders)
- the trainer.*

*All references in this syllabus to trainer include approved driving instructors (ADIs) and any competent/qualified person supporting the learner.

DSA Learning-to-Drive units

This Syllabus is made up of four units, which are listed below.

Unit 1:	Prepare a car/light van and its occupants for a journey
Unit 2:	Guide and control a car/light van
Unit 3:	Drive a car/light van in accordance with the Highway Code
Unit 4:	Safe and efficient driving

How to use this Syllabus

The Syllabus is divided into nominally free-standing units. However, the underpinning research indicates that the process of learning to drive safely and responsibly needs to be approached in a joined-up way if it is to be successful. Therefore it is important that drivers and trainers do not see these units as 'boxes' that can be 'ticked-off' one-by-one, and in isolation. While the route taken through the material by each learner may differ it is important that learners and trainers all understand that a driver can only be said to be competent when they understand how the content of the units fits together and is mutually supportive.

In developing the National Standard for Driving™ the DSA has made the assumption that further improvements in road-safety will follow if newly qualified drivers can:

- develop a greater awareness of the risks associated with driving,
- learn to actively reflect on their own driving performance and take steps to improve where they see weaknesses.

To support these objectives the DSA believes that the learning-to-drive process should be 'client-centred' i.e. there should be an emphasis on transferring ownership of the learning process to the client at the earliest possible stage.

Each unit is broken down in the following way:

- **Unit aim** - which gives an indication of the areas to be covered and why this is important in the lifelong learning-to-drive process.
- **Learning outcomes** - which provides a brief overview of what the learning outcome will be as a result of studying the unit.
- **What you need to be able to do** - to demonstrate that you have achieved the learning outcomes.
- **What you need to know and understand** - to enable you to demonstrate achievement of the learning outcomes.

Supporting Documentation

The Syllabus is based on the DSA National Standard for Driving (Cat B)™ which is © Crown Copyright 2011, and is available at www.dft.gov.uk/dsa.

Detailed information can also be obtained from the following publications:

- Department for Transport – *The Official Highway Code* (Revised 2007 edition) (TSO, 2007) ISBN: 9780115528149
- Driving Standards Agency – *The Official DSA Guide to Driving – The Essential Skills* (TSO, 2008) ISBN: 9780115528170
- Department for Transport – *Know Your Traffic Signs* (Fifth edition 2007) (TSO, 2007) ISBN: 9780115528552

Unit 1: Preparing a car/light van and its occupants for a journey

Unit aim

The overall aim of this unit is that you should:

- be able to come to an informed judgement about whether you, your passengers and your vehicle are fit to undertake a particular journey,
- act appropriately on the basis of that understanding.

This unit is based on the understanding that a driver's physical and psychological state, the physical and psychological state of any passengers and the roadworthiness of their vehicle can all contribute to the cause of crashes. It aims to ensure that you have the knowledge to assess your own fitness, and your passenger's fitness, and that you can check that your vehicle is safe to drive.

The unit will help you understand the issues involved in carrying passengers, loads and animals safely and securely and how to reduce the risks that this can generate.

The final learning outcome focuses on the importance of planning a journey before setting off, taking account of road, traffic and weather conditions as well as the driver's own fitness and that of their passengers.

The underlying challenges of this unit are:

- to address the attitudes and misunderstandings that prevent drivers acting on the knowledge and understanding that they have,
- to help you recognise that the factors affecting your fitness to drive can and will change from day to day and over your driving lifetime.

Learning outcomes

Learning outcome
On completion of this unit you will:
LO1: Be able to understand when you are physically and psychologically fit to drive, recognise when you are not fit to drive and make appropriate decisions based on that understanding
LO2: Understand and act on a driver's responsibility to ensure that your car/light van is legally compliant
LO3: Be able to control the risks associated with carrying passengers, loads and animals
LO4: Be able to plan a journey using appropriate transport

Unit content

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO1</p> <p>Be able to understand when you are physically and psychologically fit to drive, recognise when you are not fit to drive and be able to make appropriate decisions based on that understanding.</p>	<p>Actively review your fitness to drive before undertaking any journey.</p> <p>Make alternative travel arrangements when your ability to drive safely and responsibly is impaired.</p>	<p>That your fitness to drive can be affected by a variety of factors.</p> <p>That the factors affecting your fitness to drive can vary from day to day and over your driving lifetime.</p>
	<p>Assess whether your ability to drive safely and responsibly is affected by any drugs that you have taken.</p>	<p>How to recognise the symptoms of drug impairment.</p> <p>The range of possible effects - from making you hyper-active and over confident to making you sluggish and slow in your responses - that illegal, over-the-counter <u>and</u> prescribed medication can have on your physical and mental ability.</p> <p>The law relating to driving while under the influence of drugs.</p> <p>That different drugs, which have no negative impact individually, can combine to produce negative effects.</p> <p>That it is not always possible to predict when the effects of a drug will disappear from your system.</p>
	<p>Assess whether your ability to drive safely and responsibly is affected by any alcohol you have consumed.</p>	<p>Why the most desirable level of alcohol in your blood, when driving, is zero and the benefits of never drinking and driving.</p> <p>That alcohol can have a range of effects, from making you more relaxed to more aggressive.</p> <p>That the way you respond to alcohol may change in different circumstances but however you react it will have a negative impact on your ability to drive safely and responsibly.</p> <p>That alcohol can affect men and women differently.</p> <p>That alcohol can remain active in your system for a long time after you stop being aware of its effects.</p> <p>What a unit of alcohol can 'look' like and how it is presented in different products e.g. 'alcopops', spirits, wines etc.</p> <p>The legal limits which apply to driving with alcohol in your system, i.e. currently with breath alcohol higher than 35µg/100ml (equivalent to blood alcohol level of 80mg/100ml).</p> <p>The penalties you will face if prosecuted.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO1 (cont.)	Assess whether your ability to drive safely and responsibly will be impaired by how fatigued you are.	<p>What can happen when you are suffering from excessive fatigue e.g. that you may fall asleep for periods of a few seconds or longer while on the move.</p> <p>How to recognise symptoms of fatigue impairment and when you are at risk while driving.</p> <p>How factors such as poor posture and extremes of temperature can lead to fatigue.</p> <p>What effective actions you can take to address fatigue when you are driving and the limitations of some of the strategies normally recommended.</p>
	Assess whether your ability to drive safely and responsibly will be impaired by your emotional state.	<p>That your ability to make appropriate decisions can be impaired by the whole range of emotions, for example anger or excitement.</p> <p>That emotional states can aggravate inappropriate behaviour in yourself and in other road users.</p>
	<p>Assess whether your ability to drive safely and responsibly will be impaired by your physical condition.</p> <p>Assess whether you would benefit from having your car fitted with an adaptation to help you overcome any physical impairment.</p>	<p>That both long term and temporary physical impairments, such as sports injuries and illnesses, may have an effect on your ability to drive safely and responsibly.</p> <p>That the effects of physical impairment or illness that you deal with from day-to-day, or perhaps are not even aware of, may begin to present problems when you start to learn to drive.</p> <p>That if you are affected by a physical impairment there is a range of ways that you can be supported to overcome any problems you have.</p> <p>How to recognise the effects of eyesight deterioration.</p> <p>The issues involved in using light sensitive or tinted lenses to manage eye conditions, particularly when driving in adverse weather conditions.</p> <p>The effects of the physical and psychological changes associated with aging e.g. slower response times, deterioration of vision and hearing, loss of muscle strength and flexibility, drowsiness due to medications, a reduction in the ability to focus or concentrate, lower tolerance for alcohol.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO2</p> <p>Understand and act on a driver's responsibility to ensure that their car/light van is legally compliant.</p>	<p>Make routine checks of vehicle roadworthiness in accordance with the vehicle handbook, for example check:</p> <ul style="list-style-type: none"> • tyres are in good condition, legally compliant and correctly inflated, • lights are in good working order and legally compliant, • engine oil level is correct, • water coolant and washer reservoir levels are correct, • there is no damage to the vehicle that would impair roadworthiness, • windscreen and other areas of vision are clear, • seat-belts and other safety devices are in working order and undamaged where fitted. 	<p>That different vehicles have different maintenance requirements and that the ways in which maintenance is carried out are constantly being updated and changed as manufacturers release new models.</p> <p>The importance of regular checks as set out in the handbook for the vehicle you are using at any particular time - including the need to make any seasonal adjustments.</p> <p>How to access a copy of the handbook, or the information you need to carry out checks, if a copy is not available in the vehicle you are using.</p> <p>How to recognise early warning signs requiring further investigation, for example abnormal wear on tyres or smoke in the exhaust.</p> <p>The legal restrictions that apply to damage to the windscreen and the risks associated with driving with a windscreen that is damaged.</p> <p>The potential effects of failing to identify a roadworthiness issue on your ability to use your vehicle in a safe way, e.g. reduced braking function or potential catastrophic failure in the engine.</p> <p>The potential effects of failing to maintain the roadworthiness of your vehicle on your insurance status, especially when carrying passengers.</p> <p>The potential adverse impact on the environment of failing to maintain your vehicle appropriately, e.g. the effect of excessive exhaust emissions or excessive noise from a damaged silencer.</p> <p>How to undertake routine maintenance tasks, e.g. topping up oil levels or, if you are unable to do that yourself, the importance of making arrangements for routine maintenance tasks to be completed by a competent person before you use your vehicle.</p> <p>Your responsibilities in relation to the appropriate disposal of waste products (for example used oil, batteries and old tyres) and the impact of failing to dispose of these items appropriately.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO2 (cont.)	<p>Check a vehicle is prepared for you to undertake a journey:</p> <ul style="list-style-type: none"> · if vehicle is new to you, familiarise yourself with its layout, instruments and controls, · make adjustments to ensure that you can drive it in a safe and comfortable way with good all round visibility, · check that there is sufficient fuel, · ensure vehicle has basic car maintenance equipment, for example spare wheel, jack. 	<p>How to use the handbook to check the layout and operation of instruments and main and ancillary controls each time you start to use a new vehicle.</p> <p>How to make adjustments to a new vehicle to suit your needs e.g. by adjusting the position of your seat, the steering wheel or the mirrors.</p> <p>How to identify the appropriate type of fuel for your vehicle, the tank capacity and whether there is a reserve tank, for example from the handbook or filler cap signage.</p> <p>That each vehicle you use may have different gear ratios, be a different width, height or length, handle differently and have different ancillary systems and controls fitted and that you may need to take time to adjust to these differences.</p> <p>Where basic maintenance equipment is located and how it can be accessed in case of breakdown.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO2 (cont.)	<p>Make sure all documentation relating to yourself as a driver and to your vehicle meets legal requirements by ensuring that:</p> <ul style="list-style-type: none"> · your driving licence is valid and signed for the category of vehicle being driven, · you have valid insurance for the vehicle you intend to use and the circumstances in which you intend to use it, · the vehicle registration and vehicle tax are up to date and the tax disc is displayed appropriately in the vehicle, · the vehicle has a current MOT certificate (where applicable). 	<p>That you must have a valid, signed driving licence and must be aware of and act on any restrictions that may be applicable, for example provisional entitlement, the ability to tow a trailer, drive a manual car, etc.</p> <p>That you must display red L plates (red D plates in Wales) if you are a learner driver.</p> <p>How to check the licence category entitlement and renewal date of your driving licence which is separate from your entitlement end date.</p> <p>That you must inform the DVLA if your name, address or medical condition changes.</p> <p>The importance of keeping the vehicle Registration Document up to date and the owner's responsibility to ensure that the DVLA are notified of any change of ownership.</p> <p>The operation of the Statutory Off-Road Notification (SORN) process.</p> <p>The various ways in which you can apply for a vehicle tax disc and when and where to display it.</p> <p>When an MOT test certificate is required.</p> <p>The requirement for valid and legal insurance certificate covering at least third party liability.</p> <p>The factors that affect the cost of insurance, e.g. make of vehicle, performance, engine capacity, age of driver, driving record, geographical area of driving, purpose of driving such as personal or business use.</p> <p>That if asked you must be able to produce your driving licence, valid insurance certificate and MOT certificate (if applicable), if not immediately then within seven days, to the police.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO3</p> <p>Be able to control the risks associated with carrying passengers, loads and animals.</p>	<p>Make sure that your passengers do not impact adversely on your ability to drive safely and responsibly or on other road users.</p>	<p>That a passenger, who is taking drugs, who is drunk or who is emotionally or psychologically disturbed, or otherwise agitated, may have an adverse impact on your ability to drive safely and responsibly and may also affect other road users.</p> <p>That it is your responsibility to take appropriate action to mitigate that risk.</p> <p>That simply talking to your passengers will create a risk if you allow it to distract you from what is happening on the road around you.</p> <p>That children can have an adverse impact on your ability to drive safely and responsibly both because they may be noisy or physically disruptive and because an adult's instinctive responses to children's cries etc, may override their ability to remain focused on the driving task.</p>
	<p>Ensure passengers are correctly and safely seated.</p>	<p>The extent of the driver's legal responsibility for the use of seatbelts by passengers.</p> <p>The current law relating to the use of booster seats, child seats and carry cots.</p> <p>How to position and fit booster seats, child seats and carry cots so that they are secure and do not interfere with the operation of controls or other safety devices such as airbags.</p> <p>The importance of head restraints and how to adjust them correctly.</p> <p>How many passengers your vehicle can carry safely and legally.</p> <p>The potential dangers of carrying too many passengers or seating them inappropriately.</p>
	<p>Ensure loads are secure and evenly distributed.</p>	<p>The legal restrictions that apply to carrying any load which may project from your vehicle.</p> <p>The rules that apply to the carriage of hazardous goods e.g. fuel.</p> <p>How to pack and transport loads safely.</p> <p>The types of load securing equipment that are available and when it is appropriate to use them e.g. roof racks, cycle carrying apparatus, etc.</p> <p>The potential effects of carrying unsecured loads, for example, if you are required to brake suddenly or to take avoiding action.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO3 (cont.)	<p>Allow for the way that carrying passengers or loads may affect the handling characteristics of your vehicle.</p> <p>Manage the effect of additional weight and its distribution.</p> <p>Manage the effect of reduced visibility.</p>	<p>The different vehicle handling characteristics that can be affected by the carriage of passengers or loads, e.g. cornering, acceleration and braking.</p> <p>That older vehicles may be more affected by carrying passengers or loads than newer vehicles fitted with stability control systems etc.</p> <p>How to use the vehicle handbook to identify and implement any adjustments that you can make to your vehicle when carrying passengers or loads, e.g. re-aligning headlights or adjusting tyre pressures.</p> <p>That your ability to see out of your vehicle may be restricted when you carry passengers or a load and that you need to take active steps to maximise visibility in these situations.</p>
	<p>Ensure animals are secure and restrained within the vehicle.</p> <p>Ensure that animals carried or left in the vehicle have sufficient air and are not subjected to extremes of temperature.</p>	<p>How to secure animals safely and appropriately.</p> <p>The particular risks that animals pose for drivers e.g. interfering with control of the vehicle, causing distractions or becoming a physical hazard if it is necessary to brake suddenly.</p> <p>The conditions animals need when being carried in vehicles or left in a vehicle, e.g. for example adequate ventilation, out of direct sunlight, etc.</p> <p>The rights that particular authorities have in relation to animals left in vehicles, e.g. to enter the vehicle to release the animal.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO4</p> <p>Be able to plan a journey using appropriate transport.</p>	<p>Choose an appropriate mode of transport based on your understanding of:</p> <ul style="list-style-type: none"> • the fitness and needs of yourself and any passengers, • the comparative environmental, economic and personal safety implications of different modes of transport. 	<p>How any of the factors identified in LO1 above might affect your choice of transport.</p> <p>How the factors that affect your choice of transport may change from day to day and over time.</p> <p>The costs and benefits associated with different modes of transport such as walking, taking public transport, car sharing.</p> <p>The environmental impact of different types of vehicle and engines, e.g. in relation to exhaust gases such as carbon monoxide, and the benefits of an appropriate choice.</p>
	<p>Plan an appropriate route and calculate the time required for your journey:</p> <ul style="list-style-type: none"> • choose roads which are suitable for your vehicle, • choose roads which are not adversely impacted by weather conditions, traffic volume or road works, • choose a suitable alternate route if appropriate, • choose locations for rest breaks/refuelling, • memorise key route references where necessary. 	<p>How particular road conditions, e.g. rush hour congestion, may have an impact on your ability to drive safely and responsibly, given your vehicle and your level of experience.</p> <p>The use and limitations of the range of tools available to help you plan your journey, for example maps, internet, weather reports, GPS facilities and hotlines.</p> <p>The need to build in additional time to allow for adverse circumstances.</p> <p>The importance of building in regular breaks from driving and the dangers of not recognising the onset of dehydration and the effects of hunger.</p> <p>The operation and impact of traffic calming legislation such as inner city congestion charges.</p>

Unit 2: Guide and control a car/light van

Unit aim

This overall aim of this unit is that the driver should be able to guide and control their vehicle safely and responsibly taking into account road, traffic and weather conditions.

This unit is based on the understanding that driving is a complex task which involves taking in a large amount of information and responding to it appropriately. To be able to do this a driver needs to be able to constantly scan the world around them, understand what is happening and identify possible hazards and risks.

A key part of being able to manage this complexity is the ability to:

- master basic driving skills, such as steering and coordinating the use of controls, so that they become automatically processed skills, i.e. the driver does not have to think about doing them,
- learn to perform basic manoeuvres, such as moving off and steering, so that they become instinctive.

Acquiring these skills will provide a driver with the basic blocks on which they can then build. It is important, therefore, that they work through any factors or issues which are getting in the way of their learning. It is also important that they get as much supervised practice as they reasonably can. Accompanying drivers can play a vital part in this process.

Although a learner may not experience towing a trailer or caravan while they are learning they will be eligible to do so when they pass their test (within the restrictions of the licence category). It is important, therefore, that they understand the principles behind doing it at this stage.

Learning outcomes

Learning outcome
On completion of this unit you will:
LO1: Treat learning-to-drive as an ongoing learning experience
LO2: Be able to start, move-off, stop and leave a car/light van safely and appropriately
LO3: Be able to drive and manoeuvre a car/light van safely on different road surfaces and in different weather conditions
LO4: Know the legal constraints that apply and the principles of towing a trailer/caravan safely and responsibly

Unit content

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO1</p> <p>Treat learning-to-drive as an ongoing learning experience</p>	<p>Recognise and keep up-to-date with changes in the driving environment e.g.</p> <ul style="list-style-type: none"> • the Highway Code and other rules and regulations, • vehicle and road technologies. <p>Recognise changes in yourself and your approach to driving that might happen, for example, if you become a parent or start to drive for work.</p> <p>Continuously evaluate your driving performance, in relation to any changes in the environment or yourself.</p> <p>Take steps to improve or adjust your driving, including seeking additional training or development to ensure that you can continue to drive safely and responsibly.</p>	<p>How to access most up-to-date information on rules and regulations relating to driving and the use of your vehicle and on vehicle and road technologies such as active traffic management systems (managed motorways).</p> <p>Why it is important to remain up-to-date in relation to your responsibilities as a driver, for example if you are driving for work.</p> <p>That short term changes to yourself or in your driving environment may require an adjustment in the way you are driving e.g. when you go abroad.</p> <p>How to reflect on your overall ability to drive safely and responsibly and to identify and implement appropriate strategies for overcoming any problems or deficiencies that you identify.</p> <p>That ongoing reflection on your ability to drive safely and responsibly will help you become and remain a better and safer driver.</p> <p>The importance of ongoing driver development in supporting safe driving.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO2</p> <p>Be able to start, move off, stop and leave a car/light van safely and appropriately</p>	<p>Carry out pre-start checks, in accordance with the vehicle handbook and ensure the vehicle is secure and safe to start.</p> <p>Consider the effects of starting the engine on other road users including vulnerable road users.</p>	<p>The importance of carrying out the appropriate checks prior to starting the engine.</p> <p>Why it is important to ensure that the vehicle is secure and the transmission disengaged when starting the engine.</p> <p>That starting your car may be taken as an indication that you are about to move off.</p> <p>That some groups of road users may be startled when you start your engine, e.g. pedestrians, passing cyclists or horse riders.</p>
	<p>Monitor instrumentation and gauges throughout engine start up.</p> <p>Correctly respond to instrumentation and gauges throughout engine start up.</p>	<p>How to use the vehicle manual to identify the main visual aids on the instrument panel, for example the oil warning light, revolutions counter, parking brake etc. and how these operate during start-up.</p> <p>That icons will be set out differently in different vehicles.</p> <p>What action to take in the event that any warning light stays on or fails to come on.</p>
	<p>Start engine using appropriate method.</p>	<p>Different methods for starting vehicles, for example key, push button, card, etc.</p>
	<p>Switch lights on, if required.</p>	<p>How to use the vehicle handbook to identify and operate light switches in your vehicle.</p> <p>When to use the different vehicle lights, for example dipped and full head lights and front and rear fog lights.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO2 (cont.)	<p>Coordinate the use of controls to move off safely and under control in different situations:</p> <ul style="list-style-type: none"> · check brakes when first moving off, · recover quickly and effectively if car stalls, · only move off when it is safe to do so, taking all round effective observations to include blind areas, · move off safely and under control at an angle from behind a parked vehicle or obstruction, · consider risks to vulnerable road users. 	<p>How to use the idea of the 'biting point' to help you coordinate the use of the clutch and the accelerator.</p> <p>The use of the footbrake when on a downward incline.</p> <p>The importance of checking the operation of the brakes before moving off.</p> <p>What causes an engine to stall and how to re-start safely and effectively.</p> <p>How to make effective observations when moving off, including what 'blind spots' are and how to check they are clear.</p> <p>The importance of using a safe and systematic routine when moving off e.g. observations and appropriate signals.</p> <p>Who vulnerable road users are when moving off, for example elderly pedestrians/ children, deaf or partially sighted, passing cyclists or motorcyclists, horse riders.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO2 (cont.)	<p>Stop and leave the vehicle parked:</p> <ul style="list-style-type: none"> · stop the vehicle in a safe, legal and convenient position, · use the parking brake to secure the vehicle, · switch off the engine and ancillary controls, · if appropriate, select a gear that makes sure vehicle is safe when parked and the engine is turned off (include park position for automatic transmission vehicles), · if appropriate position the steering wheels of the vehicle to increase security when parked on a gradient, · ensure appropriate lights are left on where required, · leave the vehicle secured. 	<p>The importance of selecting a safe, legal and convenient stopping location.</p> <p>The correct use of the parking brake when leaving a vehicle.</p> <p>The importance of using a safe and systematic routine when intending to stop the vehicle e.g. observations and appropriate signals.</p> <p>Why you must switch off your headlights, fog lights and engine when parking.</p> <p>The correct use of parking lights and the situations where they are required.</p> <p>The potential consequences of opening a door when not safe to do so, in particular on the offside of the vehicle.</p> <p>How positioning of the steering wheels can assist in ensuring the vehicle is secure on a gradient.</p> <p>The importance of leaving the vehicle secured, for example luggage out of sight, doors locked, applying any additional security measures (such as anti-theft devices, alarm and/or immobiliser and visible security devices).</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO3</p> <p>Be able to drive and manoeuvre a car/light van safely on different road surfaces and in different weather conditions</p>	<p>Monitor and respond to information from instrumentation, driving aids and the environment.</p> <p>Respond appropriately to gauges and warning lights when driving.</p> <p>Use switches and other controls in response to changes in road surfaces and weather conditions as required.</p>	<p>The meaning of dashboard warning lights and how to respond to them appropriately.</p> <p>The implications of changing road or weather conditions for the handling of your vehicle.</p> <p>How to operate ancillary controls in response to changes in road surfaces and weather conditions for example wipers, climate and ventilation controls demisters, fog lights, traction control, etc.</p> <p>The rules regarding driving in adverse weather conditions, for example when to use fog lights if fitted.</p> <p>The risks of not knowing the location of switches and controls while on the move.</p>
	<p>Employ a safe and systematic routine such as '<i>mirrors, signal, position, speed, look</i>' whenever manoeuvring.</p> <p>Indicate your intentions effectively to other road users.</p> <p>Make effective use of mirrors, and other aids, to monitor other road users and hazards.</p>	<p>How to employ a safe and systematic routine such as '<i>mirrors, signal, position, speed, look</i>' to ensure that you know what is happening around you on the road and that other road users know what you intend to do.</p> <p>When and how to indicate your intentions, e.g. to stop or change direction appropriately when driving.</p> <p>How to safely signal your intentions by means of indicators and, where appropriate, arm or hand signals.</p> <p>How to use other 'signals', e.g. positioning on the road, to indicate or reinforce your intentions to other road users.</p> <p>When and how to check mirrors to monitor the actions of other road users.</p> <p>The use and limitations of internal and external mirrors and how different types and shapes of mirror can make an object appear to be closer or further away than it is.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO3 (cont.)	<p>Operate the accelerator smoothly and effectively to maintain and change speed.</p>	<p>How using the accelerator erratically or excessively can have a negative impact on your ability to drive safely especially in slow moving traffic.</p> <p>How inappropriate use of the accelerator can have a negative impact on the environment, e.g. by production of excessive harmful emissions or excessive noise.</p> <p>When it may be appropriate to allow the engine to over run by not using the accelerator.</p> <p>The use of cruise control systems, their potential benefits to the environment and their potential adverse impact, e.g. in relation to driver fatigue and safety.</p>
	<p>Operate the brakes effectively:</p> <ul style="list-style-type: none"> · brake safely using appropriate techniques, · stop accurately as and where necessary, · make appropriate use of the parking brake, · stop the vehicle safely and under control in an emergency. 	<p>How much pressure to apply to the brakes in varying road and traffic conditions.</p> <p>The principles of varying braking systems, for example anti-lock, and how to use them to brake effectively.</p> <p>How overall stopping distances vary with different speeds and road and weather conditions and are broken into thinking distance and braking distance.</p> <p>That while road and weather conditions may affect braking distance thinking distance will be affected by your own physical and psychological condition.</p> <p>The importance of looking well ahead so that you are able to stop within the area you can see to be clear.</p> <p>The physical and dynamic implications of braking on bends.</p> <p>How to stop your vehicle as quickly and as safely as possible in an emergency.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO3 (cont.)	<p>Steer your vehicle smoothly and effectively to maintain and change position on the road:</p> <ul style="list-style-type: none"> · hold the steering wheel in a way which enables full control, · use the steering wheel to maintain a straight course, · use the steering wheel to change direction or corner safely and appropriately, · maintain control of steering wheel with one hand when changing gear or operating an ancillary control, · use maximum steering lock where necessary when manoeuvring. 	<p>The steering characteristics of your vehicle, for example its turning circle.</p> <p>How to steer smoothly and effectively, retaining complete control of the vehicle, when driving in varying road and traffic conditions.</p> <p>What is meant by ‘understeer’ and ‘oversteer’ and how these effects come into play if, for example, you have to make a sudden change in direction.</p> <p>That a vehicle can lose traction and skid in certain conditions, i.e. the wheels no longer grip and you are unable to steer or brake effectively.</p> <p>The operation of systems such as ‘ESP’ which are designed to prevent you losing traction.</p> <p>How to avoid going into a skid and how to respond if you do.</p>
	<p>Use the gears smoothly and appropriately to maintain speed and minimise environmental impact:</p> <ul style="list-style-type: none"> · change gears smoothly and in good time, · use a suitable gear for speed and driving conditions, · use selective gear changing, · use an automatic gear box effectively if fitted. 	<p>How to use the gears to enable you progress safely and efficiently given the performance characteristics of your vehicle and the road conditions.</p> <p>How to coordinate the use of the clutch and the gears to achieve smooth operation when moving away, changing gear or stopping.</p> <p>How to use the clutch to control the speed of the vehicle when manoeuvring in a very tight space.</p> <p>The problems and risks of not fully releasing the clutch, or “riding the clutch”, during normal driving.</p> <p>The environmental impact of inappropriate use of gears.</p> <p>The effect that carrying passengers or a load will have on the gears you need to use.</p> <p>The importance of timely gear selection when ascending and descending gradients.</p> <p>The use of gears when leaving your vehicle parked on a gradient.</p> <p>Vehicles with automatic transmission only</p> <p>The use of various automatic and semi-automatic transmission systems e.g. ‘Tiptronic’.</p> <p>The use of ‘kick down’ to the next lowest gear on vehicles with automatic transmission.</p> <p>The use of ‘lock up’ on automatic transmissions.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO3 (cont.)	<p>Carry out specified manoeuvres safely and responsibly:</p> <ul style="list-style-type: none"> • coordinate the use of clutch, gears, accelerator, brakes – accelerator and brakes on an automatic - and steering to undertake manoeuvres safely and responsibly, • reverse to left within allowed parameters, with consideration for other road users and awareness of blind areas, • reverse to right within allowed parameters, with consideration for other road users and awareness of blind areas, • perform controlled stops with consideration for other road users, • perform parallel forward parking within controlled parameters, with consideration for other road users and awareness of blind areas, • perform parallel reverse parking within controlled parameters, with consideration for other road users and awareness of blind areas, • perform forward parking within controlled parameters, with consideration for other road users and awareness of blind areas, • turn in road within controlled parameters with due regard for other road users and awareness of blind areas. 	<p>The importance of coordinating the use of clutch, gears, accelerator, brakes, and steering, and the effects of failing to do so.</p> <p>How to select a safe, convenient and legal location for manoeuvring.</p> <p>The relevance of a safe and systematic routine such as '<i>mirrors, signal, position, speed, look</i>' when preparing to carry out, or during, a manoeuvre.</p> <p>How to take 'effective observation' when executing any manoeuvre with particular attention to blind spots and to vulnerable road users.</p> <p>How to stop your vehicle effectively and efficiently under full control.</p> <p>How to reverse safely into a side road on the left.</p> <p>How to reverse safely into a side road on the right.</p> <p>How to carry out any parking exercise safely, on road and off road, including judging how much space is required if parking on the road.</p> <p>How to carry out a turn in the road safely.</p> <p>The rules relating to where you may and may not carry out turns in the road or U-turns.</p> <p>Why you should not reverse your vehicle further than necessary.</p> <p>Vehicles with automatic transmission only</p> <p>How to make controlled use of the accelerator, in conjunction with the brakes, when manoeuvring a vehicle with automatic transmission.</p> <p>What is meant by 'vehicle creep' and its pros and cons.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO4</p> <p>Know the law that applies to, and the principles of, towing a trailer/caravan safely and responsibly</p>	<p>Safely tow trailer/caravan:</p> <ul style="list-style-type: none"> · identify whether you are qualified to tow a particular trailer or caravan, · identify whether your vehicle is suitable to tow a particular trailer or caravan, · correctly and safely couple and uncouple a trailer/caravan, · ensure any load in the trailer or caravan is appropriately distributed and secure, · ensure that the distribution of load between the trailer/caravan and towing vehicle is appropriate, · allow more time and brake earlier when slowing down or stopping, · allow sufficiently more distance and time to overtake safely, · make allowances for the extra length of your vehicle, particularly when turning or emerging at junctions, · make allowances for the extra height or width of your vehicle particularly when planning routes. 	<p>The rules and regulations relating to the size and weight of trailer/caravan that you can tow on your licence.</p> <p>Whether your vehicle is suitable to tow a particular trailer/caravan.</p> <p>What is meant by 'nose weight' and how it affects the use of a trailer/caravan.</p> <p>The safety procedures you need to apply when coupling or uncoupling a caravan/trailer, including fitting additional mirrors, or other aids to visibility, when required.</p> <p>How to fit and use stabilisers and other safety devices.</p> <p>How to load and secure the contents of trailer/caravan safely.</p> <p>That a trailer/caravan may affect the handling characteristics of your vehicle and how to compensate for those effects.</p> <p>That you may need to negotiate junctions, roundabouts, etc. differently when towing a trailer/caravan because of the increased dimensions and changed geometry of the combined units.</p> <p>That your ability to make effective observations may be affected by towing a trailer/caravan and the strategies for overcoming any problems caused.</p> <p>The importance of checking whether height and width restrictions apply to your intended route.</p> <p>The need to be prepared for the possibility of a trailer/caravan failing e.g. carrying a spare wheel and any other necessary equipment for the trailer and ensuring your rescue service cover will include a trailer/caravan.</p>
	<p>Safely steer a trailer/caravan in reverse.</p>	<p>The principles of steering when reversing a trailer/caravan.</p>

Unit 3: Driving a car/light van in accordance with the Highway Code

Unit aim

The aim of this unit is to help you understand why it is important to understand and comply with the Highway Code.

It is important that you do not think of the Highway Code as something that you just have to learn to pass your Theory Test. You should be thinking about what it has to tell you each time you go out on the road. Equally, each time you go out on the road and encounter a new situation you should be thinking about what the Highway Code has to say about that situation.

'Know Your Traffic Signs' contains information on the traffic signs and signals that you will encounter when driving. The Highway Code contains a wide range of advice and rules about how you should behave in particular situations whilst driving. If you understand what to do when you see a particular signal, or what the Code advises about how to handle a particular situation, it will make it much easier for you to understand what is happening around you when you are driving.

Failing to comply with the advice and rules set out in the Highway Code can, on the other hand, result in serious consequences for you, your passengers and other road users.

Learning outcomes

Learning outcome
On completion of this unit you will:
LO1: Be able to negotiate the road safely and responsibly in relation to changing road and traffic conditions
LO2: Be able to comply with signals, signage, markings and traffic calming measures

Unit content

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO1</p> <p>Be able to negotiate the road safely and responsibly in relation to changing road and traffic conditions</p>	<p>Negotiate junctions/roundabouts and join and leave streams of moving traffic safely:</p> <ul style="list-style-type: none"> • negotiate all types of junction/roundabout safely and in accordance with the guidance given in the Highway Code, • employ a safe and systematic routine such as <i>'mirrors, signal, position, speed, look'</i> when negotiating a junction/roundabout, • turn left/right and go ahead correctly, • cross the path of oncoming traffic safely when turning right, • emerge into the traffic stream correctly from both left and right sides, • interact safely and appropriately with other road users. 	<p>The issues you will face when negotiating the various types of junctions.</p> <p>The signs and signals that you may see and the rules that apply in relation to each type of junction e.g. T junctions, Y junctions, staggered junctions, crossroads and roundabouts.</p> <p>What the Highway Code says about how you should go ahead, turn left and right at junctions/roundabouts to ensure that you are safe and that you do not impede other road users or put them at risk.</p> <p>Why it is important always to use a safe and systematic routine at junctions and roundabouts including effective observation and appropriate and timely signalling of your intentions.</p> <p>How to cross the path of approaching traffic safely.</p> <p>The signs and signals that you may see and the rules that apply when joining and leaving streams of moving traffic via controlled and uncontrolled acceleration/deceleration lanes.</p> <p>That the operation of active traffic management systems (or managed motorways) may change the use of lanes and the priorities, etc. at junctions and on slip roads.</p> <p>The importance of being aware of and giving consideration to vulnerable road users when negotiating junctions, etc.</p> <p>Why some road users may position themselves differently at junctions/roundabouts to the way you would expect them to.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO1 (cont.)	<p>Maintain an appropriate position on the road:</p> <ul style="list-style-type: none"> · keep to the left in normal driving, unless otherwise instructed, · use lanes in accordance with the Highway Code, · maintain a safe position in lane, · change lanes safely and responsibly when necessary. 	<p>What the Highway Code says about positioning your vehicle on the road.</p> <p>The importance of maintaining a safe road position when driving ahead and when negotiating bends.</p> <p>The importance of lane discipline and appropriate lane selection and use, including when driving on one way streets.</p> <p>How to make effective observations and signal your intentions clearly and in good time before changing lanes.</p> <p>How to judge where to position your vehicle and how to adjust your speed when approaching a bend, taking into account factors such as:</p> <ul style="list-style-type: none"> - the road type, - weather conditions, - how far you are able to see beyond the bend and possible hazards such as pedestrians, motorcyclists and horse riders. <p>That you must not enter a road, lane or other route reserved for trams.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO2</p> <p>Be able to comply with signals, signage, markings and traffic calming measures</p>	<p>Comply with all traffic signals and road signs when driving:</p> <ul style="list-style-type: none"> · respond appropriately to warning signs, · comply with mandatory and prohibitive signs giving orders, · respond appropriately to information and direction signs, · comply with all lights designed to control traffic, · negotiate all types of pedestrian crossing legally and safely, · negotiate all types of railway and tram crossings legally and safely. 	<p>The meaning of all signals, including lights, and all signs that you might encounter on the roads, including warning, mandatory, information and direction signs.</p> <p>How you should respond to all signals and signs that you might encounter on the roads, in accordance with the guidance given in the Highway Code.</p> <p>The importance of the speed limits permitted for the road you are on and your vehicle.</p> <p>That your use of some roads may be restricted by the category of your licence, e.g. motorways.</p> <p>How to act appropriately when approaching all pedestrian crossings, whether controlled or uncontrolled.</p> <p>How to act appropriately when approaching all railway/tram crossings, whether controlled or uncontrolled.</p>
	<p>Comply with all markings on the carriageway.</p>	<p>What all road markings, including lines in the centre or along the side of roads, lines at junctions, segregation markings for buses, tram and cycles, ghost islands and traffic calming measures and written signs mean.</p> <p>How you should respond to all road markings that you might encounter on the roads, in accordance with the Highway Code.</p>
	<p>Comply with signals given by others:</p> <ul style="list-style-type: none"> · comply with signals given by any authorised persons including police officers, traffic wardens, school crossing wardens, Highways Agency Traffic Officers and VOSA officials, · respond appropriately to signals given by other road users. 	<p>Who has authority to stop or direct you on the road.</p> <p>The meaning of the hand or arm signals they may use to direct you.</p> <p>The importance of stopping when a school crossing patrol shows a 'stop for children' sign and what the law says about failing to stop in this situation.</p> <p>The signals which may be given by other road users and the potential for misunderstanding what other road users mean or intend.</p> <p>The risk involved in relying on a signal from another road user and the importance of making your own judgement in any particular situation.</p>

Unit 4: Safe and efficient driving

Unit aim

This unit focuses on:

- minimising risk when driving,
- defensive and eco-safe driving techniques,
- the interaction between road users.

The aim of this unit is to help you understand the implications of your own behaviour and attitudes, as well as those of other drivers, and the importance of managing interactions appropriately if you are going to be a safe and responsible driver. The final learning outcome focuses on how to deal with incidents that may occur when driving, preparing you for unforeseen circumstances.

In this unit you may feel that you are covering some things again. To some extent this is true, however this is the part of the learning-to-drive process where you bring together the skills and knowledge that you have built up in the first three units. You should see it as the stepping stone to being able to drive independently and safely to a consistent standard.

Learning outcomes

Learning outcome
On completion of this unit you will:
LO1: Be able to interact appropriately with other road users in varying road and traffic conditions
LO2: Be able to minimise risk when driving in varying road and traffic conditions
LO3: Know how to behave appropriately at incidents

Unit content

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO1</p> <p>Be able to interact safely and responsibly with other road users in varying road and traffic conditions</p>	<p>Communicate your intentions to other road users:</p> <ul style="list-style-type: none"> · give timely, clear and correct signals according to the Highway Code, · position your vehicle appropriately to support your signalled intentions, · use horn and lights correctly as a means of communication to other road users, · avoid displaying aggressive or negative behaviour toward other road users. 	<p>The correct use of all signals according to the Highway Code and when they need to be given.</p> <p>The importance of ensuring signals are cancelled appropriately.</p> <p>How to link the use of signals to the application of a safe and systematic routine such as '<i>mirrors, signal, manoeuvre</i>'.</p> <p>How positioning of the vehicle can reinforce or contradict the signals you are giving.</p> <p>The rules governing the use of the horn and headlights as an appropriate means of warning.</p> <p>How and when to use hazard warning lights, where fitted, and the rules governing their use.</p> <p>How inappropriate behaviour or responses on your part, or by your passengers, can lead to further inappropriate responses and behaviour by other road users.</p> <p>How to manage your own behaviour while driving to avoid aggressive or negative behaviour toward other road users and to minimise aggressive or negative behaviour toward you.</p> <p>That demonstrating courtesy and restraint can have a positive effect on others.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO1 (cont.)	<p>Co-operate with other road users:</p> <ul style="list-style-type: none"> · actively scan the road-space around, both close-up and well ahead, to ensure that you are aware of all other road users, e.g. pedestrians, cyclists and motorcyclists and have time to plan what you are going to do, · show awareness of other road users, anticipate what they are likely to do and give them sufficient time and space on the road, · allow for the fact that other road users may not react as quickly as or in the way that you expect, · allow for others' mistakes, · monitor and manage your own reaction to other road users, · make progress in the traffic stream when safe and appropriate, · identify and respond appropriately to vulnerable road users, · respond to emergency vehicles appropriately. 	<p>That the failure of drivers to be aware of particular classes of road user results in them forming a disproportionately high percentage of those killed and seriously injured on our roads.</p> <p>How awareness and anticipation of other road users, and a positive response, can contribute to a safe and efficient driving environment.</p> <p>The importance of allowing other road users the time and space they need in varying road and traffic conditions, for example when overtaking.</p> <p>When and where it is appropriate to make progress and how failing to do so can lead to negative behaviours in other road users.</p> <p>That exercising patience and consideration generally results in everybody getting where they want to more quickly and safely.</p> <p>The particular needs of road users whose ability to manoeuvre is limited in some way, e.g. by disability or age or lack of experience.</p> <p>The particular need to make allowances for those accompanied by young children or who are riding or leading animals which might behave unpredictably.</p> <p>How to respond appropriately when emergency vehicles are on call and how to assist their safe progress where possible whether they are approaching from behind, ahead or from side roads.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
<p>LO2</p> <p>Be able to minimise risk when driving in varying road and traffic situations</p>	<p>Drive defensively:</p> <ul style="list-style-type: none"> · judge speed and distance correctly and effectively, · create and maintain a safe 'driving space' around your vehicle, · ensure that you do not encroach unnecessarily on other road users' space, · drive at a speed at which you can stop safely well within the distance seen to be clear ahead, · consistently use a safe and systematic routine when driving to include effective scanning techniques, · look for clues to the existence of potential hazards and anticipate situations which might develop into a hazard, · prioritise hazards and potential hazards effectively, · ensure that your vehicle is in an appropriate position on the road, in the right gear and travelling at the right speed to enable you to respond appropriately to any hazard, · maintain your attention to the driving task when faced with distractions, · watch your own physical, psychological condition and assess whether it is affecting your fitness to drive, · where you identify weakness in your ability to drive safely and responsibly, take steps to improve that ability. 	<p>How to adjust your separation distance from other road users and create a safe driving space when on the move and when stationary.</p> <p>That your safe driving space will vary in different various road and traffic conditions, for example driving on wet roads, in traffic queues and in tunnels.</p> <p>The importance of relating your vehicle's speed to what you can see ahead.</p> <p>The importance of the consistent application of safe and systematic routines.</p> <p>The importance of active scanning and the role of anticipation in ensuring that you are in a position to respond safely to a hazard.</p> <p>Techniques for scanning in a systematic way.</p> <p>What determines and limits your zone of vision in differing conditions.</p> <p>How to recognise the clues that indicate potential hazards.</p> <p>How to position your vehicle appropriately and ensure that you are in the right gear and travelling at the right speed to be able to respond to any hazard that emerges.</p> <p>The impact of distractions on your ability to drive safely, e.g. disruption from passengers, etc.</p> <p>How to recognise situations which could lead to a loss of attention or awareness in different driving situations.</p> <p>Effective strategies for maintaining attention and awareness in different driving situations.</p> <p>The importance of constantly reviewing your driving performance as you gain experience and your life circumstances change.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO2 (cont.)	<p>Follow the principles of eco-safe driving:</p> <ul style="list-style-type: none"> · remove excess weight including roof rack/storage from your vehicle when not needed, · plan well ahead, as you make progress on the road, so that you can accelerate, decelerate and brake smoothly and progressively to minimise fuel consumption, · use the highest gear appropriate for the road and traffic conditions, · use cruise control, where and when appropriate, · make appropriate decisions about the use of ancillary equipment, · turn the engine off, when appropriate. 	<p>That you should not put eco-driving techniques above safe driving principles, although generally the two approaches are mutually supportive.</p> <p>How carrying unnecessary equipment or luggage, such as roof top boxes, can increase fuel consumption.</p> <p>How to forward plan (linked to the early identification of hazards to avoid harsh acceleration and braking).</p> <p>The importance of the smooth application of all controls, for example smooth acceleration, minimising unnecessary revving.</p> <p>The environmental benefits of using the highest gear possible, recognising when to change down to avoid engine labour.</p> <p>The benefits of using cruise control to minimise fuel consumption.</p> <p>How appropriate engine braking can benefit fuel consumption and reduce wear and tear.</p> <p>The effects of using ancillary equipment on fuel consumption, for example air conditioning, heated windscreens, etc.</p> <p>When it is appropriate to turn the engine off, for example at a level crossing traffic queue.</p> <p>The operation of automatic engine cut-off systems, where fitted.</p>

Learning outcome	What you need to be able to do	What you need to know and understand
LO3 Know how to behave appropriately at incidents	Take appropriate action if your vehicle breaks down: <ul style="list-style-type: none"> · stop your vehicle in a safe place to minimise future risk and switch off the engine, · where appropriate leave your vehicle, · make sure any passengers/loads/animals are managed safely, · ensure, where practical and safe to do so, that you provide adequate warning to other road users to minimise risk, · get appropriate help. 	How to control your vehicle, bring it to a safe stop, and ensure that the engine is switched off should a breakdown occur on the move. Where you have the option, the importance of selecting a safe place to stop and wait for assistance. The risks associated with remaining in your vehicle in some situations, e.g. on a dual carriage way or motorway. The need to ensure that passengers, particularly young children, do not wander onto the roadway. That, if your car does break down, you must leave animals in the vehicle unless there is a very good reason for taking them out, e.g. risk of fire, in which case they must be kept under control on the verge. How to warn other road users, for example the use of hazard warning lights, warning triangles, etc. How to contact appropriate help and assistance.
	Take appropriate action when you are witness to, or involved in, an incident: <ul style="list-style-type: none"> · where appropriate, stop your vehicle in safe place to minimise future risk and switch off engine, · ensure, where practical and safe to do so, that you provide adequate warning to other road users, · get appropriate help, · complete legal requirements accurately and in good time, if appropriate. 	What the law requires you to do when involved in an incident, for example the requirement to stop and share details. What the law requires you to do when you are a witness to an incident. That it may not always be appropriate to stop immediately when you are witness to an incident, e.g. when by stopping you may put yourself or other road users at risk. Where you have the option, the importance of selecting a safe place to stop. If you do stop, how to warn other road users, for example the use of hazard warning lights, warning triangles, etc. When it is appropriate to contact the police or emergency services and how to do so. What documentation you are required to complete or information you are required to supply if witness to or involved in an incident.