



Safe and Responsible Driving (Category B)TM v 1.0.0

Introducing the National Standard for Driving - A message from the Chief Driving Examiner

The National Standard for Driving describes the skills, knowledge and understanding required to be a safe and responsible driver of a Category B vehicle. The Standard 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 driving as well as providing a benchmark for performance in underpinning lifelong driver development.

Trainers, driving schools and individuals will use it in addition to employers, Sector Skills Councils and standards setting bodies, regulatory authorities and awarding bodies, education and training providers and producers of learning materials.

Based on extensive research and consultation, the National Standard for Driving provides a firm foundation to underpin improvements in the way in which we test and assess people's ability to drive. DSA's learning to drive syllabus has been developed from the National Standard and it will be used by others who wish to develop their own.

The National Standard for Driving is written in a way which is compatible with existing National Occupational Standards. 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 National Standard for Driving will evolve and develop over time. We will be engaging with our key stakeholders to ensure that it remains up-to-date and an example of best-practice for drivers.

Trevor Wedge
Chief Driving Examiner and Director for Safer Driving

Scope:

The content of this Standard applies to:

- driving all types of vehicle covered by Category B,
- manual and automatic vehicles,
- driving on any class of road,
- at any time,
- in any weather conditions,
- with any number of passengers (subject to legal requirements the manufacturer's specification),
- with any load (subject to legal requirements and the manufacturer's specification),
- for private use and for commercial purposes (subject to relevant legislation).

The requirements of the Category B licence acquisition process are included within the overall specification.

N.B This Standard makes frequent reference to the use of a 'safe, systematic routine'. In all cases this should be taken to mean the use of routines such as *Observation – Signal – Manoeuvre – Position – Speed – Look* or *Information – Position – Speed – Gear – Acceleration*

Role 1 Prepare vehicle and its occupants for a journey	
Unit 1.1 Prepare occupants of vehicle for a journey	
Element 1.1.1 Choose an appropriate mode of transport	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. assess your own physical, psychological and other needs and those of any others who intend to make a journey with you, 2. use your understanding of the needs of those travelling and the environmental and economic implications of alternatives modes of transport to decide whether it is appropriate to use a vehicle for the journey. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the advantages/disadvantages and environmental impact of different modes of transport, 2. the particular environmental implications of using a car for very short journeys, 3. the environmental impact of vehicle exhaust gases, e.g. carbon dioxide, carbon monoxide, sulphur dioxide and lead, 4. the environmental implications of different types of power unit and different fuel types, 5. the full-life costs of owning and running different types of vehicle, 6. the potential impact of vehicle noise on the environment.

Role 1 Prepare vehicle and its occupants for a journey	
Unit 1.1 Prepare occupants of vehicle for a journey	
Element 1.1.2 Make sure you are fit to drive	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. assess whether your ability to drive safely and legally is impaired by the use of illegal or controlled substances or by over-the-counter or prescription medicines or by alcohol, 2. assess whether your ability to drive safely and legally is impaired by your emotional or psychological state, by a short or long-term; physical condition or by fatigue, 3. make alternative travel arrangements when your ability to drive safely or legally is impaired, 4. seek support to make any adjustments necessary to enable you to drive safely and responsibly if you have a long term physical condition. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. what the law says about driving while you have illegal or controlled substances or alcohol in your system, 2. how illegal or controlled substances or alcohol impair your ability to drive safely, 3. that, regardless of any legal limits, the desirable level of alcohol to have in your system is zero, 4. the penalties that apply on conviction for driving with illegal or controlled substances or alcohol in your bloodstream, 5. how the strength of alcohol varies in different types of drink, 6. what a 'unit' of alcohol is equivalent to in different types of drink, 7. how the body metabolises drugs and alcohol and the rate at which they are removed from your system, 8. how over-the-counter or prescription medicines can impair your ability to drive safely, 9. the particular risks associated with combining over-the-counter prescription medicines with illegal or controlled substances or with alcohol, 10. the range of potential solutions that are available to help ride safely and responsibly with a long-term physical conditions, 11. how fatigue, before or during your journey, impairs your ability to drive safely,

	<ol style="list-style-type: none">12. how a poor seating position and bad posture can contribute to fatigue and a reduced ability to drive safely,13. how particular emotional states such as anger, grief, depression and euphoria can impair your ability to drive safely,14. being careless, thoughtless and/or reckless are significant contributory factors in crashes,15. how temporary physical impairment, e.g. a sprained ankle, can impact on your ability to drive safely,16. eyesight deteriorates and failure to recognise and respond to that deterioration may have an impact on your ability to drive safely and legally,17. if you need to wear glasses/corrective lenses to meet the licence requirements you must wear them all the time when driving,18. how different sorts of tinted and light-sensitive lens/visors react in particular driving conditions,19. the need to see an optician regularly to check for conditions associated with ageing, particularly if you have a family history of eyesight problems,20. the effect that changes to your physical and psychological abilities, particularly because of the normal ageing process, can have on your ability to drive safely, e.g. slower reaction times and reduced muscle strength.
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Role 1 Prepare vehicle and its occupants for a journey	
Unit 1.1 Prepare occupants of vehicle for a journey	
Element 1.1.3 Control the risks associated with carrying passengers, loads and animals	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. understand and manage the impact passengers may have on your ability to drive safely, 2. ensure passengers are seated legally, correctly and securely, 3. ensure loads are secure and distributed according to the manufacturer's guidelines, 4. understand and allow for the impact that additional loads may have on the vehicle's handling characteristics, 5. ensure animals are secure and correctly restrained within the vehicle, 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. current legal requirements for the fitting and use of seatbelts, 2. current legal requirements for the fitting and use of booster seats and carry cots, 3. the importance of using head-restraints, where fitted, and of adjusting them correctly, 4. the correct operation of air-bags, for example in conjunction with booster seats or carry cots, 5. the law relating to the carriage of loads on the outside of the vehicle, 6. how to use the vehicle handbook to identify best practice for the safe carriage of loads both internally and externally, 7. types of load-carrying and securing equipment available for use with the vehicle and how to fit and use them, 8. how to restrain animals safely, 9. how to ensure that you retain adequate visibility if windows or mirrors are obstructed by passengers or by a load, 10. how to adjust the vehicle to allow for additional weight and changed weight distribution, 11. how to adjust your driving behaviour to allow for additional weight or changed weight distribution, 12. how to deal with the effects of social pressure and distractions caused by passengers.

Role 1 Prepare vehicle and its occupants for a journey	
Unit 1. 2 Make sure the car / light van is roadworthy	
Element 1.2.1 Make routine checks of car / light van roadworthiness	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. check all fluid levels, including windscreen washer reservoir(s), 2. check that the horn is working correctly, 3. check that all lights and reflectors are legal, clean and in good working order, 4. check electrical equipment is in good working order, 5. check there is no damage that would impair your ability to drive the vehicle safely or would have an adverse effect on its environmental impact, 6. check that all tyres, including any spare, are correctly inflated and legally compliant and any associated equipment, e.g. the carjack, is in good working order, 7. check all controls are in good working order, 8. check windscreen, mirrors and other viewing devices are clear and adjusted to give optimum view, 9. check registration plates are fitted, visible and legally compliant, 10. ensure that checks are carried out by a competent person where you are unable or unwilling to carry them out yourself. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. different vehicles may permit different levels of access to check and maintain fluid levels, check electric systems etc, and some checks/maintenance on some vehicles should only be carried out by qualified mechanics, 2. the vehicle handbook identifies which checks can be carried out by the owner/user and explains how and when to carry them out, either directly or using the vehicle's instrumentation, 3. that using oil which is not to the manufacturer's specification can increase fuel consumption, may cause damage and could affect the vehicle warranty, 4. that overfilling with engine oil can damage your engine and increase the amount of environmental pollution the vehicle creates, 5. what fluids to add to the vehicle coolant system and the necessity to maintain the level of coolant additive, 6. the rules that apply to the fitting of different types of tyres and how to check that tyres are correctly fitted and inflated, 7. how to ensure that tyres meet legal requirements for tread depth e.g. by checking tread-depth indicators, and that they are free of defects which would make them unsafe or illegal to use,

	<ol style="list-style-type: none">8. how to recognise signs of abnormal tyre wear and the need to have the vehicle checked if abnormal wear is identified,9. that the windscreen and other windows should be clean and free from obstructions and that there are legal limits to the amount and location of damage to windscreens beyond which they must be replaced,10. that lights, indicators, reflectors and number plates must be clean at all times,11. what electrical equipment to check,12. the legal requirement to dispose of or recycle oil, batteries and tyres appropriately.
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Role 1 Prepare vehicle and its occupants for a journey	
Unit 1. 2 Make sure the car / light van is roadworthy	
Element 1.2.2 Check car / light van is fit for the journey	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. familiarise yourself with the vehicle if it is the first time you have driven it, 2. conduct pre-journey checks and configure the vehicle appropriately, 3. make adjustments to ensure a safe and comfortable driving position which enables you to maintain good all-round visibility and control of the vehicle and minimises fatigue, 4. check there is sufficient fuel of the right type. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the impact of filling a vehicle with the wrong sort of fuel, 2. how to check what sort of fuel your vehicle uses, 3. the operation of low-fuel, mpg or range indicators and how much fuel is left in the tank when low-fuel indicators operate.

Role 1 Prepare vehicle and its occupants for a journey	
Unit 1. 2 Make sure the car / light van is roadworthy	
Element 1.2.3 Make sure car / light van documentation meets legal requirements	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. ensure your driving licence is valid for the category of vehicle being driven, 2. ensure the vehicle is registered and a valid tax disc is correctly displayed , 3. ensure you have valid insurance for the use you intend to make of the vehicle, 4. ensure that the vehicle has a current MOT certificate (where applicable) 5. display a red L plate, or if you so wish, red D plate in Wales, if you are a provisional licence holder, 6. ensure that the appropriate documentation is in place even if you do not own the vehicle, 7. where your journey will take you into a different jurisdiction, ensure the legal requirements for travelling in that jurisdiction are met. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. that you must have a valid driving licence for the vehicle you intend to drive and understand and comply with any restrictions associated with your licence, 2. that learner drivers, holding a provisional licence, must be supervised by somebody who is at least 21 years old and who has held a licence to drive the category of vehicle for a minimum of 3 years, 3. that any vehicle driven by a learner must clearly display legally compliant, red L plates. In Wales either red L or red D plates, or both may be used, 4. that L (D) plates should be removed when the car/light can is not being driven by a learner, 5. that the vehicle must be registered with the DVLA, 6. the law relating to the taxation of cars/light vans and the requirement to make a statutory declaration (SORN) if you take the vehicle off the road and stop taxing it for any period of time, 7. that you are required to notify the DVLA if you change your name or address or you have or develop a medical condition that will affect your ability to drive,

	<ol style="list-style-type: none">8. that you must have a minimum of third party insurance covering you for the intended use of the vehicle, and what insurance companies require you to do to meet your obligations under that insurance,9. that you must hold a valid MOT test certificate for the vehicle if it is more than 3 years old,10. that, if required by an authorised person, you must be able to produce your driving licence, a valid certificate of insurance, and a current MOT certificate, if not immediately then within seven days to a designated Police Station,11. that if you borrow or rent a vehicle there is still an obligation on you to ensure that the correct documentation is in place,12. that if you lend somebody your vehicle there is an obligation on you to ensure that they have the appropriate documentation,13. that if you drive outside Great Britain there may be different requirements in relation to documentation, e.g. requirements to carry your documentation at all times.
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Role 1 Prepare vehicle and its occupants for a journey	
Unit 1.3 Plan a journey	
Performance Standards	
<i>To meet the standard you must be able to:</i>	
<ol style="list-style-type: none"> 1. plan an appropriate route taking into account road and weather conditions, traffic, driving experience and vehicle characteristics, 2. calculate the time required to complete your journey safely and legally, including sufficient time for rest breaks and refuelling stops, 3. consider alternative routes if your planned route is blocked. 	<p style="text-align: center;">Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the principles of mapping and the technologies available for route planning and for monitoring road traffic conditions, and the limitations of these technologies, 2. the need to build in additional time to allow for adverse circumstances, 3. how congestion charges and road and bridge tolls may impact on your choice of route, 4. how the risks involved in travelling on particular routes can change at different times, e.g. higher traffic concentrations at rush hour or in the holiday season, 5. the relationship between your level of skill and experience and whether you should choose a particular route, 6. techniques for following routes.

Role 2 Guide and control the vehicle	
Unit 2.1 Start, move off, stop and leave the vehicle safely and responsibly	
Element 2.1.1 Start the vehicle	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. carry out pre-start checks, e.g. doors, parking brake, seat, steering, seatbelt, mirrors and disengage anti-theft devices, 2. make sure the vehicle's transmission is disengaged, 3. consider the effect of starting the engine on other road users, particularly vulnerable road users, 4. monitor vehicle instrumentation and gauges throughout engine start up, 5. respond correctly to information provided by instrumentation and gauges throughout engine start up, 6. start the engine using the specified method, 7. switch lights on, if required. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to read and respond to instrumentation e.g. gauges, indicators, warning lights, on-board diagnostic systems and other aids fitted to the vehicle to enable you to monitor its operation and performance, 2. that different models of vehicle may be equipped with a different starting mechanisms and different types of instrumentation and other aids and that it is vital to use the vehicle hand book to check your understanding of their operation, 3. how to start the engine when it is cold, 4. the benefits of using anti-theft devices, including both those fitted by the vehicle manufacture and those available for fitting retrospectively and how to apply and disengage them.

Role 2 Guide and control the vehicle	
Unit 2.1 Start, move off, stop and leave the vehicle safely and responsibly	
Element 2.1.2 Move off safely and smoothly	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. carry out all-round visual checks, including blind spots, to ensure that it is safe to move-off, 2. where appropriate, signal your intention to move off to other road users, 3. move off straight-ahead, on the level and on gradients, safely and smoothly, maintaining control of the vehicle at all times, 4. move off at an angle from behind a parked vehicle or obstruction, safely and smoothly maintaining control of the vehicle at all times, 5. recover quickly and safely if the vehicle stalls. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the importance of carrying out all-round, effective observation of the road and other road users before moving off, 2. the importance and location of blind spots and how to carry out blind spot checks before moving away, 3. the importance of using a safe, systematic, routine to support moving off safely and smoothly, 4. the importance of applying the footbrake before selecting drive on a vehicle with automatic transmission, 5. the relevance of the 'biting point' i.e. the point at which the clutch plate and the flywheel come into firm contact and start to transmit drive , 6. the operation of electronic parking brake release mechanisms, where fitted, 7. the effects of "dry steering", i.e. turning the wheels when the vehicle is not moving, on tyres etc.

Role 2 Guide and control the vehicle	
Unit 2.1 Start, move off, stop and leave the vehicle safely and responsibly	
Element 2.1.3 Decelerate and bring the vehicle to a stop safely	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. use the accelerator and brakes appropriately to regulate speed and bring the vehicle to a stop safely, 2. stop the vehicle safely and under control in an emergency, 3. make appropriate use of the parking brake when stationary. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to apply a safe, systematic, approach when stopping, 2. the distance a vehicle requires to stop from varying speeds and in different road and weather conditions 3. that a vehicle's overall stopping distance consists of two parts i.e. <ol style="list-style-type: none"> a. <i>thinking distance</i> - which is the distance travelled from where you decide to brake to the point where you commence braking, b. <i>braking distance</i> - which is the distance travelled from the point where you start to brake to the point where you stop, 4. the importance of anticipation and judgement to allow for progressive use of the brakes, 5. how aids such as ABS can assist in safe and effective braking.

Role 2 Guide and control the vehicle	
Unit 2.1 Start, move off, stop and leave the vehicle safely and responsibly	
Element 2.1.4 Park the vehicle safely and responsibly	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. select a safe, legal and convenient place to stop and park and, once stationary, secure the vehicle on gradients, facing both up and down slope, as well as on the level, 2. use the parking brake to hold the vehicle, 3. if appropriate, select a gear to hold the vehicle safely when parked, 4. switch the engine off, 5. ensure that vehicles fitted with automatic transmission are left with the lever in the Park position, 6. ensure appropriate lights are left on where required. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. what factors to take into consideration when identifying a safe, legal and convenient place to stop or park, 2. that you must switch off the headlights, fog lights if fitted and engine when parked, 3. when to apply the parking brake, 4. the rules in the Highway Code which apply when leaving your vehicle on different roads and in different lighting and weather conditions, 5. the potential consequences of opening a door, particularly on the offside of the vehicle, when not safe to do so, 6. how and when to set the position of the steering wheels of the vehicle to increase its security when parked on a gradient.

Role 2 Guide and control the vehicle	
Unit 2.2 Drive the vehicle safely and responsibly	
Element 2.2.1 Monitor and respond to information from instrumentation, driving aids and the environment	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. monitor and respond appropriately to gauges, warning lights and other aids when driving, 2. make effective use of mirrors and other aids to monitor other road users and hazards, 3. judge speed and distance correctly and effectively, 4. signal your intentions correctly to other road users within a safe, systematic, routine, 5. operate the vehicle's lights, indicators and horn appropriately, 6. operate the vehicle's windows, wipers, demisters and climate and ventilation controls to ensure you maintain the maximum ability to monitor the environment. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the purpose and meaning of dashboard warning lights, 2. the location of switches and controls and how to operate them without being distracted or losing control of the vehicle while on the move, 3. when and how to use dipped headlights, 4. the rules that apply to the use of fog lights, 5. how different types of mirror can make other road users appear to be nearer or further away than they actually are, 6. how to identify and respond to changes in road surfaces and weather conditions.

Role 2 Guide and control the vehicle	
Unit 2.2 Drive the vehicle safely and responsibly	
Element 2.2.2 Operate the accelerator effectively	
Performance Standards <i>To meet the standard you must be able to:</i> <ol style="list-style-type: none">1. use the accelerator smoothly to achieve and maintain an appropriate speed.	Knowledge & Understanding Requirements <i>You need to be able to apply the following knowledge and understanding:</i> <ol style="list-style-type: none">1. that appropriate use of the accelerator will have positive effects on vehicle performance and on the environment,2. the disadvantages of excessive engine revolutions during moving away and while stationary,3. how to operate cruise control systems if fitted,4. the importance of adopting a driving position which permits consistent and smooth operation of the accelerator.

Role 2 Guide and control the vehicle	
Unit 2.2 Drive the vehicle safely and responsibly	
Element 2.2.3 Use gears correctly	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. change gear smoothly and in good time, 2. select the appropriate gear for the road speed of the vehicle given the prevailing road and traffic conditions, 3. coordinate the use of gears with braking and acceleration, 4. use an automatic gear box effectively when fitted. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. that different cars/light vans may be fitted with different numbers of gears and that those gears may be configured differently, 2. the impact that inappropriate gear selection can have on the performance of the vehicle, on the driver's ability to drive safely and responsibly and on environmental impact, 3. the use of selective gear changing (sometimes known as block changing), 4. the benefits of timely gear selection when ascending and descending gradients, particularly when carrying a load, 5. the use of 'kick down' and 'lock up' when using an automatic transmission, 6. how to use gears to assist safe parking.

Role 2 Guide and control the vehicle	
Unit 2.2 Drive the vehicle safely and responsibly	
Element 2.2.4 Steer the vehicle safely	
Performance Standards <i>To meet the standard you must be able to:</i> <ol style="list-style-type: none">1. steer the vehicle safely and responsibly in all road and traffic conditions,2. hold and control the steering wheel appropriately to steer the vehicle accurately and safely,3. continue to steer the vehicle safely and responsibly while operating other controls.	Knowledge & Understanding Requirements <i>You need to be able to apply the following knowledge and understanding:</i> <ol style="list-style-type: none">1. the techniques that can be used to ensure safe and effective control of the steering wheel,2. the impact that the vehicle's turning circle has on steering and manoeuvring the vehicle.

Role 2 Guide and control the vehicle	
Unit 2.2 Drive the vehicle safely and responsibly	
Element 2.2.5 Manoeuvre the car / light van	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. coordinate the operation of all controls to manoeuvre the vehicle safely and responsibly in all road and weather conditions in forward and reverse gear, 2. continue to make effective observations, including checks of blind spots, while undertaking a manoeuvre. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how the use of safe, systematic, routines will contribute to safe and responsible manoeuvring, 2. the correct procedure for reversing into a side road on the left, 3. the correct procedure for reversing into a side road on the right, 4. the correct procedure to carry out a turn-in-the-road / U-turn manoeuvre, 5. the correct procedure for carrying out any reverse parking exercise on and off road, 6. the rules about when and where you are prohibited from making U-turns, 7. the effects of sudden or harsh application of the accelerator, brakes or steering whilst undertaking a manoeuvre, 8. that different cars/light vans will react differently in a potential skid situation depending on their configuration, e.g. front-wheel or rear-wheel drive and on the technologies which have been fitted e.g. ABS, ESP, 9. how to avoid skids and correct them if they do occur, 10. the issues associated with vulnerable road users when carrying out a manoeuvre and how to allow for them, 11. the benefits of engine braking and when it should be used, 12. the risks associated with reversing a vehicle further than necessary, 13. the risks associated with 'coasting'.

Role 2 Guide and control the vehicle	
Unit 2.3 Drive the vehicle while towing a trailer or caravan	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. ensure you have the correct licence to drive the intended combination of vehicle and trailer / caravan, 2. ensure that the trailer/caravan is suitable and legal for use on the road, 3. ensure that you are insured to drive the intended combination of vehicle and trailer / caravan, 4. ensure that your vehicle is capable of towing the intended trailer / caravan, 5. ensure that the trailer/caravan is safely and correctly coupled to the vehicle, 6. carry out correct safety checks, 7. ensure that any load is evenly distributed and secure, 8. allow more time and brake earlier when slowing down or stopping, 9. allow sufficiently more distance and time to overtake safely, 10. make allowances for extra length of the vehicle with the trailer/caravan particularly when turning or emerging at junctions, 11. ensure that the trailer / caravan is safely and correctly uncoupled from the car / light van when it is no longer required, 12. reverse the vehicle with the trailer or caravan attached. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the driving licence regulations relating to towing trailers or caravans, 2. that not all insurance policies cover towing a trailer or caravan, 3. that most manufacturers make recommendation for the maximum size of trailer or caravan that can be safely towed by each type of vehicle, and for how they should be attached, and that these recommendations must be complied with, 4. what is meant by a trailer or caravan's 'nose weight' and how to check that this does not exceed the limitations of the tow bar fitted to the vehicle, 5. that towing a trailer or caravan may increase the number of blind spots, when making observations prior to pulling out and manoeuvring, 6. how and when to use aids to observation, e.g. additional mirrors, 7. the checks that should be made on a trailer or caravan e.g. that it is loaded correctly, is correctly coupled, that lights and indicators are connected, jockey wheel and assembly is fully retracted, braking system is working correctly, windows, roof light and door are closed, tyre pressures are correct, 8. the speed limits which apply when towing a trailer or caravan, 9. that vehicles towing trailers on motorways are not allowed in the outside lanes where there are three or more lanes, 10. that towing a trailer or caravan will change the vehicle's handling characteristics, and how to compensate for those changes,

	<ol style="list-style-type: none">11. that it may be necessary to take up a different position on the road when negotiating junctions or roundabouts,12. what “snaking” is and how to remedy it,13. how to steer correctly when reversing a vehicle with a trailer or caravan attached,14. the impact that towing a trailer or caravan may have on braking, the concept of brake fade and what to do when descending gradients to ensure control is retained,15. how to uncouple a trailer or caravan safely,16. that you may have to consider height or width restrictions on your route when you tow a trailer or caravan,17. that rescue services may not automatically include recovery of a trailer or caravan,18. the benefits of carrying a spare wheel and any other necessary equipment for the trailer or caravan.
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Role 3 Use the road in accordance with the Highway Code	
Unit 3.1 Negotiate the road correctly	
Element 3.1.1 Maintain an appropriate position on the road	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. select and maintain an appropriate position on the road. 2. change lanes safely and responsibly, 3. overtake other road users legally, safely and responsibly. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to select an appropriate position on the road, 2. where you may not drive, e.g. on the pavement, hard shoulder or in designated cycle lanes, 3. what lane discipline is and why it is important, 4. that your position on the road may be influenced by a range of factors including the weather, road and traffic conditions, 5. the importance of scanning the road ahead for factors that may require you to change your position, e.g. road works and taking timely action to reposition yourself to avoid them, 6. how to apply a safe, systematic, routine, in a timely manner, to enable you to change position safely and responsibly, 7. how the performance of your vehicle will affect your ability to overtake safely and responsibly in a given situation, 8. where you may and may not overtake.

Role 3 Use the road in accordance with the Highway Code	
Unit 3.1 Negotiate the road correctly	
Element 3.1.2 Negotiate bends	
Performance Standards <i>To meet the standard you must be able to:</i> <ol style="list-style-type: none">1. assess bends correctly on approach,2. select a safe position to enter the bend at an appropriate speed,3. maintain safe speed and control throughout a bend,4. exit bends safely.	Knowledge & Understanding Requirements <i>You need to be able to apply the following knowledge and understanding:</i> <ol style="list-style-type: none">1. how to use various methods such as 'limit point analysis' to judge the severity of a bend,2. the need to take into account factors such as adverse camber, banking, uneven or slippery surfaces, weather conditions, visibility, road junctions and other road users when deciding on the line to take and the speed at which it is possible to negotiate a bend safely,3. the importance of coordinating the use of gears, throttle, brakes and steering to negotiate a bend safely and responsibly,4. how the use of a safe, systematic, routine will support the safe negotiation of bends,5. the effect that loads and passengers may have on the handling characteristics of the vehicle when negotiating bends,6. that failure to judge line and speed through bends correctly can result in loss of traction, striking the curb, swinging into oncoming traffic and overshooting and is a commonly reported cause of crashes.

Role 3 Use the road in accordance with the Highway Code	
Unit 3.1 Negotiate the road correctly	
Element 3.1.3 Negotiate all types of junctions, including roundabouts, and all types of crossings	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. apply an appropriate, safe, systematic, procedure to negotiate all types of junctions/roundabouts and crossings safely and responsibly, 2. turn left / right and go ahead safely and responsibly, 3. emerge safely and responsibly into streams of traffic, 4. cross the path of traffic safely when turning right, 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the rules that apply to particular junctions and roundabouts e.g. priority rules, 2. how to turn left and right safely and responsibly, 3. the issues that apply to turning right at a cross roads, 4. the rules that apply to merging into a stream of traffic, 5. the rules that apply to crossing the path of an approaching stream of traffic, 6. the rules that apply to all types of pedestrian crossing, 7. the rules that apply to train and tram crossings, 8. the meaning of warning lights used at pedestrian and train and tram crossings and how to respond correctly, 9. how the use of a safe, systematic, routine will support the safe negotiation of junctions and roundabouts, 10. how and when to take effective observations when negotiating junctions, roundabouts or crossings, 11. the particular need to actively scan for more vulnerable road users at junctions, roundabouts and crossing – e.g cyclists and motorcyclists.

Role 3 Use the road in accordance with the Highway Code	
Unit 3.1 Negotiate the road correctly	
Element 3.1.4 Driving on motorways and dual carriageways	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. join a motorway or dual carriageway safely and responsibly from the left or the right, 2. leave a motorway or dual carriageway safely and responsibly to the left or to the right, 3. drive in the appropriate lane, 4. allow for other road users joining or leaving the motorway or dual carriageway, 5. change lanes safely and responsibly. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to join a motorway or dual carriageway, safely and responsibly, from a controlled or uncontrolled slip roads, 2. how to leave a motorway or dual carriageway safely and responsibly, including the need to position yourself well in advance to allow other road users sufficient time to react, 3. that you may not stop on a motorway except in an emergency, 4. when and for what purposes you are allowed to use the hard-shoulder, 5. that you must not pick up or set down anybody, or walk on a motorway, except in an emergency, 6. that you must not cross the central reservation, or drive against the traffic flow on a motorway or dual carriageway unless directed to do so by an authorised person or traffic signs, 7. the rules that apply when using a motorway or dual carriageway, 8. that particular stretches of motorway may have local, active traffic management control systems installed, e.g. signals which will change the direction of flow in particular lanes, and that it is vital to obey the instructions given by such systems.

	<ol style="list-style-type: none">9. that particular stretches of motorway may have local, active traffic management control systems installed, e.g. signals which will change the direction of flow in particular lanes, and that it is vital to obey the instructions given by such systems,10. the need to scan well ahead on the approach to junctions to ensure you are aware of other road users joining or leaving and of queuing traffic,11. the correct use of hazard warning lights,12. the risks posed by drivers of left-hand-drive vehicles, in particular large goods vehicles,13. how the use of a safe, systematic, routine will support safe joining/leaving of a motorway or dual carriageway.
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Role 3 Use the road in accordance with the Highway Code	
Unit 3.2 Comply with signals, signs and road markings	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. respond appropriately to all permanent and temporary traffic signals, signs and road markings, 2. respond appropriately to signals given by authorised persons, 3. respond appropriately to signals given by other road users. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the meaning of all mandatory traffic signs and how to comply with them, 2. the meaning of all warning signs and how to respond to them, 3. the meaning of all road markings and how to respond to them, 4. where you cannot see speed limit signs how to determine the likely speed limit in place, 5. the meaning of, and how to respond appropriately to, signals given by Police Officers, Crossing Patrols and others authorised to control traffic, 6. all those persons who are authorised to control traffic, 7. signals that other road users are likely to employ and how to respond safely and responsibly to them.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.1 Interact appropriately with other road users	
Element 4.1.1 Communicate intentions to other road users	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. use indicators and arm signals to signal intentions in a timely fashion, 2. reinforce the use of any signals given by positioning the vehicle correctly and safely, 3. use horn and lights as a means of communication to other road users where appropriate. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the arm signals shown in the Highway Code and when they may need to be given, 2. when and how to use indicators, 3. the importance of ensuring signals are given in good time and cancelled as soon as is appropriate, 4. how to employ a safe, systematic, routine to ensure the best use of signals, 5. when signals must be given and when it is acceptable not to use them, 6. the law governing the use of the horn, 7. when the flashing of headlights may be an appropriate means of warning of approach or as an alternative to the horn, 8. the risks associated with incorrect use of headlights or the horn as a signal, 9. how and when to use hazard warning lights, 10. how and when to use road positioning to confirm your intentions.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.1 Interact appropriately with other road users	
Element 4.1.2 Cooperate with other road users	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. be aware of and anticipate the likely actions of other road users, 2. give other road users sufficient time to perform manoeuvres, 3. monitor and manage your own reaction to other road users, 4. respond to emergency vehicles appropriately, 5. progress in the traffic stream and overtake with due consideration for other road users. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to scan the road ahead effectively to gather information, 2. the importance of anticipating the actions of other road users, with particular reference to vulnerable road users e.g. cyclists, motorcyclists, children, the elderly. 3. that other groups of road users may be particularly vulnerable, 4. the importance of always maintaining a safe stopping distance between the vehicle and other road users, 5. how traffic and weather conditions may affect other road users, e.g. by reducing visibility and make suitable allowances, 6. how to act safely and responsibly when emergency vehicles are responding to incidents, 7. how to progress safely and responsibly in the traffic stream, 8. the rules which apply to overtaking on the left, 9. that driving without due care and attention and reasonable consideration of other road users is an offence.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.2 Minimise risk when driving	
Element 4.2.1 Identify and respond to hazards	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. use appropriate techniques to continually scan the driving space close to the vehicle and into the distance, 2. use visual clues and precursors to predict possible hazards and anticipate situations which may arise, 3. judge the significance of potential hazards and prioritise your responses, 4. respond to hazards appropriately, 5. maintain your concentration when faced with distractions. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. techniques which can be used to scan your driving space effectively, both close to and into the distance, 2. what factors can limit your zone of vision, e.g. parked vehicles, and how to allow for those limitations, 3. how the construction of your vehicle, e.g. wide pillars, may affect your field of vision and techniques to overcome this, 4. what is meant by aquaplaning and the conditions in which it might occur, 5. factors which might cause you to skid e.g. oil or gravel on the road, 6. how to read the road ahead and be prepared for the unexpected, 7. when other road users are vulnerable and how to allow for them, 8. factors that can distract the driver e.g. other people using mobile phones, talking to passengers, using a satellite navigation system and how to manage them to ensure continued awareness of the driving space and potential hazards, 9. the law relating to the use of mobile phones whilst driving.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.2 Minimise risk when driving	
Element 4.2.2 Drive Defensively	
Performance Standards <i>To meet the standard you must be able to:</i> <ol style="list-style-type: none">1. create and maintain a safe driving space,2. scan and check your surroundings with particular reference to blind spots,3. position your vehicle to maximise visibility to other road users,4. where daylight running lights are not fitted used dipped headlights appropriately during daylight hours,5. manage your own physical and psychological state to ensure you can effectively manage risks to your safety,6. drive at such a speed that you can always stop safely in the distance you can see to be clear.	Knowledge & Understanding Requirements <i>You need to be able to apply the following knowledge and understanding:</i> <ol style="list-style-type: none">1. the importance of using a safe, systematic, routine to ensure that you are always in control of your vehicle and travelling at the right speed with the right gear engaged and in the correct position on the road for all prevailing conditions,2. the importance of understanding and maintaining an appropriate separation distance in all weather and traffic conditions.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.2 Minimise risk when driving	
Element 4.2.3 Follow the principles of ecologically responsible driving (Eco-safe)	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. accelerate and decelerate smoothly and progressively, 2. anticipate the need to stop, using timely and smooth deceleration, thereby reducing fuel consumption and general vehicle wear and tear, 3. drive in the highest responsive gear while maintaining full control and avoiding labouring the engine, 4. remove excess load from the vehicle when not required. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. what factors affect a vehicle's fuel consumption, 2. how effective scanning and planning aids smooth acceleration or deceleration to maintain momentum, 3. how fuel consumption is increased by unnecessary load or wind resistance, e.g. from carrying luggage on roof racks and incorrectly inflated tyres, 4. that selecting the most appropriate gear will avoid engine labour and maximise the effects of engine braking, 5. the operation of technologies designed to reduce exhaust pollution, 6. that safety should never be compromised for economy.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.3 Manage incidents effectively	
Element 4.3.1 Take appropriate action if your vehicle breaks down	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. bring the vehicle to a stop, in a safe place if possible, and switch off engine, 2. make sure passengers, animals and loads are managed safely, 3. where appropriate, give adequate warning to other road users, 4. seek appropriate help. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. where possible, how to maintain control of the vehicle should a breakdown occur, 2. the law which applies to the use of the hard-shoulder on motorways and the guidance on waiting for breakdown services etc, 3. how to identify your precise location on motorways, to enable breakdown services to reach you quickly, 4. why it is better to use an emergency roadside telephone rather than a mobile phone, i.e. because it allows the operator to locate your position exactly, 5. how and when it is appropriate to use a warning triangle, 6. how and when it is appropriate to use hazard warning lights.

Role 4 Drive safely and responsibly in the traffic system	
Unit 4.3 Manage incidents effectively	
Element 4.3.2 Take appropriate action when involved in, or witness to, a crash	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. where appropriate, stop and park the vehicle in a safe place, 2. make sure passengers, animals and loads are managed safely, 3. ensure adequate warning is given to other road users, 4. assess the incident scene and personal safety, 5. note the condition of any casualties, 6. give clear and accurate information to emergency services, 7. give appropriate help to others at the scene, 8. where possible record information about what you saw or the scene as you found it, including taking photographs and drawing sketch plans, 9. comply with legal requirements accurately and in good time, if required. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. the importance of ensuring further injury and damage is not caused by managing uninjured passengers, animals and passers-by and by giving warning to other road users as quickly as possible, 2. how to contact the emergency services and the vital importance of giving them accurate information, 3. the importance of being able to give the ambulance service information about the condition of casualties, 4. the benefits of gathering and recording information about an accident as soon as possible after the event, 5. the law which applies to stopping, providing your details, giving statements and producing documents, if you are involved in an incident which causes damage or injury to any other person, vehicle, animal or property, 6. the principles of first aid and the limits of your own first aid capabilities.

Role 5 Review and adjust driving behaviour over lifetime	
Unit 5.1 Keep up-to-date with changes	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. demonstrate that your understanding of the meaning of road signs and markings is current, 2. demonstrate that your understanding of the law relating to the use of a vehicle on public roads is current, 3. make relevant adjustments to the maintenance regime of your vehicle as it ages and its condition changes, 4. keep up to date with changes to vehicle technology especially if you change the vehicle you are using, 5. ensure that you respond to any changes in the MOT requirements that apply to the vehicle, 6. ensure that you take all steps to ensure your licence remains valid for the type of vehicle you are driving, 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. where to find information about changes to signs, markings and legislation, e.g. Highway Code updates, Government internet sites, Government publications, motoring organisation internet sites, 2. the importance of referring to the manufacturers' handbook for the vehicle, 3. where to find information about changes to vehicle technologies, e.g. manufacturer's internet sites and trade magazines and web-pages, 4. where to find information about changes to registration, MOT, or taxation regulations, e.g. Government internet sites, Government publications, motoring organisation internet sites,

Role 5 Review and adjust driving behaviour over lifetime	
Unit 5.2 Learn from experience	
<p>Performance Standards</p> <p><i>To meet the standard you must be able to:</i></p> <ol style="list-style-type: none"> 1. evaluate your own driving behaviour and identify areas needing improvement, 2. recognise that your ability to drive safely and responsibly may deteriorate if you have a substantial break from driving, 3. recognise that your ability to drive safely and responsibly may deteriorate if they attempt to drive a vehicle with which you are not familiar, 4. identify personal characteristics and changes which are affecting or may affect your ability to drive safely and responsibly, 5. identify any physical or age related factors or changes which are affecting or may affect your ability to drive safely and responsibly, 6. evaluate the seriousness of the factors that you have identified as impacting on your ability to drive safely and identify strategies for improving your driving ability, 7. adjust your immediate driving behaviour to minimise the risks associated with the factors you have identified, 8. seek professional assistance to improve your driving where appropriate, 9. advise DVLA Swansea where you are subject to a physical or psychological impairment, 10. continue to actively update and develop your driving skills. 	<p>Knowledge & Understanding Requirements</p> <p><i>You need to be able to apply the following knowledge and understanding:</i></p> <ol style="list-style-type: none"> 1. how to assess your own ability to drive safely and responsibly against best practice, 2. how to evaluate and learn from other's driving behaviour, 3. how to use feedback from others to help you be clear about your own ability to drive safely and responsibly, 4. when to seek professional guidance, 5. the advantages of having periodic driving development sessions with a competent instructor to keep up to date and eliminate poor practice before it becomes an issue, 6. the advantages of having an initial input from a competent instructor if you are returning to driving after a break or you are changing to a vehicle with which you are not familiar, 7. understand that you can learn from experience and continue to improve your ability to drive safely and responsibly all through your drive career.

