



## 911 Driving School Lynnwood Teen Policies

- Attendance:** Classroom and behind-the-wheel (BTW) instruction, including any make-up classes, will be completed in not less than 30 days and not more than 150 days. A one-time, 60-day extension may be granted for an additional fee of \$150.
  - Enrollment will not be allowed after the third class has started.
  - Students cannot attend class until the date of their 15<sup>th</sup> birthday.
  - The course consists of 15, two-hour classes, 5 one-hour drives, 2, two-hour Driver-Zed simulation sessions, and one observation while another teen is driving.
  - Students may not be late to class or drives. Students late to class will not be admitted and it will count as an absence. Students arriving late for a drive will be subject to a \$75 missed drive fee.
  - No more than 4 classroom absences will be allowed. All absences and failed final exams (score less than 80%) must be made up. Only one missed class may be made up per day. One make-up class may be done in addition to a regularly scheduled class on the same day.
  - Teens must sign a roster sheet for every in-person class, including makeup classes. Failure to sign the roster will result in having to take the class again.
  - Teens **must** respond to three roll calls for every Zoom class, including make-up classes. Roll calls are done randomly throughout class. Failure to answer any roll call will result in having to take the entire class again.
  - Due to strict, audited attendance requirements from the Department of Licensing, 48 hours notice is required if a student in an in-person class requests to attend a Zoom class instead. Approval is based on availability.
- Behavior:** Students are fully accountable for their conduct. Students can be dismissed from the course without refund for: misbehavior, cheating, Zoom bombing, being under the influence of drugs or alcohol, misuse of Traffic Safety Education equipment, repeated and willful violation of traffic laws, and failure to complete assigned work.
- Behind-the-wheel practice:** It is 911 Driving School practice to have one to three students in the instructional vehicle training with the instructor. By signing this form, you give 911 Driving School permission to conduct BTW training in a one-on-one setting.
- Cameras:** Instructional vehicles are equipped with video cameras for safety and training purposes only. Images from the cameras will never be used for public display of any type. By signing this form, you give 911 Driving School permission to videotape all drives.
- Cell phones:** Cell phone use is prohibited in the instruction vehicles unless there's an emergency. Cell phones may only be used in the classroom to take pics of the presentation or look up classroom related content.
- Competence:** No one can learn to drive in 5 hours. Behind-the-wheel practice with a licensed adult, in addition to driving school drives, is critical for success. We recommend a minimum of 3 hours of practice time between scheduled drives. All students must be able to demonstrate basic driving skills before we can issue a course completion. If an instructor believes that a student is not ready for the next drive, future scheduled drives may be canceled until a resolution can be reached. Extra drives, whether desired or required, are \$75 per hour. Our recommendation is for one drive to be completed at least every 21 days in order to stay in compliance with your deadline.



7. **Course completion**: Following the successful completion of all required tests and activities, a course completion will be issued electronically to DOL. **A course completion must be entered before a road test can be scheduled.**
8. **Driver-Zed**: We participate in a DOL-approved “Driver-Zed” program, which is 4 hours of required computer simulation designed to introduce teens to hazardous driving situations. Zed is scheduled into your course.
9. **DSS**: DSS is our online scheduling and database program. Once your enrollment is activated a username and password providing access to the student portal will be emailed. A full classroom schedule and all open drives will be visible in this portal. You will schedule, reschedule and cancel all drives and make-up classes here. DSS will allow for up to 2 drives to be scheduled at a time. Once a drive has been marked as complete, another can be scheduled.
10. **Fees**: A \$75 fee will be charged if a student does not show up for a scheduled drive without at least 24 hours’ notice; or if a student shows up in flip flops, without proper eyewear or without a valid learner’s permit.
11. **Graphic content**: Our course curriculum includes some video content that is graphic. It’s not intended to scare, but rather to instill respect for the dangers involved with driving. Please let us know if you prefer to opt out.
12. **Intermediate drivers’ license regulations**: For the first 6 months, new drivers cannot drive with passengers who are under the age of 20. For the next 6 months, they may not carry more than 3 passengers who are under the age of 20. Exceptions are immediate family members. For the first 12 months, new drivers cannot drive between 1am and 5am unless accompanied by a licensed driver age 25 or older. Cell phone use, including talking and sending or receiving text messages, even with hands-free devices, is prohibited. These restrictions won’t apply after the teen turns 18 years old.  
**Penalties for violations and accidents**: For the 1<sup>st</sup> violation a warning letter will be sent to the student and parent/guardian; for the 2<sup>nd</sup> violation the license will be suspended for 6 months or until age 18; for the 3<sup>rd</sup> violation the license will be suspended until age 18.  
For a full review of all IDL rules and regulations please visit the DOL website at [dol.wa.gov](http://dol.wa.gov).
13. **Organ donor**: WA State requires our course to include optional information about the Organ Donor Program.
14. **Parent night**: We strongly encourage parents to be actively involved. Parents are invited to the first hour of class 1 to learn about what to expect and how our program works.
15. **Photos**: We take class photos for classroom decoration and 911 website, Google places, Facebook, etc. promotion. Please let us know if you do not wish to have your teen included in these photos.
16. **Refunds/Failure to complete the course**: Plans and schedules change, so we offer a full refund through class 1. No refunds will be given after the first class. 911 Driving School reserves the right to make changes to dates and times of courses due to unforeseen, rare circumstances. Notification of any changes will be communicated as soon as possible to cause the least amount of inconvenience to customers. Those students who fail to complete the course for any reason may re-enroll for a cost of \$375.



17. ***Scheduling drives:*** You will schedule drives online after the completion of the first class and after receipt of a learner's permit. Drives are scheduled separately from classroom time and are available 7 days per week.

- A minimum of 2 drive **must** be completed prior to the last day of scheduled class.
- Only 1 drive may be done per day.
- Drives must be spaced a minimum of 7 days apart. You should schedule drives to take place approximately every 21 days in order to stay in compliance with your course deadline.
- We reserve the right to cancel any drive for rare occasions when an instructor or a vehicle is unexpectedly unavailable. We will make every attempt to provide as much notice as possible.

**\*Completion of this traffic safety course does not guarantee student(s) will pass the Dept. of Licensing exam**

I am the legal guardian/parent of the enrolling student and give my legal consent for him/her to participate in this Traffic Safety Education program. I have read the fees and fine print and will be responsible for the payment of all tuition and fees due. I understand that for my teen to receive credit for this course we must follow the policies outlined above. I further agree to assist with home practice and support my student's effort to be the best possible driver.

Parent/Guardian Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_

I am the student taking this Traffic Safety Education program. I have read and understand the course requirements. I further agree to practice driving at home whenever possible.

Student Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_