

## Welcome to 911 Driving School of Issaquah!

If you have not called or emailed us with your permit number, please do so right away. If you don't yet have a permit number, you will need to go to [www.dol.wa.gov](http://www.dol.wa.gov) and fill out the pre-application online. DOL will send you an email, and when you click on the link inside that email it will give you the permit number. This is sometimes called confirmation or "ID" number.

Permit waivers for those teens who have not yet taken a knowledge test are now done electronically, so you do not need to come into our school to get one. We will attach your permit number to our class number directly with DOL, and that will alert them that they can provide you with a Instruction Permit. When you are within ten days of the start date, you can go directly to DOL to get the permit. A parent and the teen both need to go to DOL. You will need ID for your teen, such as a passport or birth certificate. They will issue a paper permit on the spot, and you will receive a laminated copy with the photo in the mail. **WE CANNOT ALERT THE DOL WHICH CLASS YOU ARE IN UNTIL WE GET YOUR PERMIT NUMBER (WDL #).** Please don't go to DOL without first providing us the permit number or they will turn you away! We will need a copy of the permit for our DOL files.

### Parent Night:

Parents are invited, but not obligated, to attend "Parent Night". Dates and times of parent night can be found on our website

(<https://911drivingschool.com/washington/driving-school-issaquah-washington/>).

The instructor will be going over what to expect, and how it all works. We will be happy to answer all questions at this time.

Behind-the-wheel drives are scheduled outside of classroom time. We use a third-party web program called DSS to help you schedule those drive times. DSS also tracks your classroom attendance. You will receive a username and login to access the student portal 24/7. *We offer drives at all different times of the day. Availability may vary from day to day based on Instructor Availability.*

Students can miss up to 3 classes, which will need to be made up, according to DOL guidelines. Make up classes can be on a zoom platform or in person depending on availability for the missed session. An instructor will be present for all make-up sessions. Please call us if you have scheduling concerns and we can help you work something out. DOL Guidelines can be found under W.A.C. Laws: 308.108.150 & 308.108.160

### 911 Driving School Teen Policies

- **Attendance:** Classroom and behind-the-wheel (BTW) instruction, including any make-up classes, will be completed in no less than 30 days and within 240 Days unless an exigent circumstance exists. Exigent circumstances are circumstances beyond your control and subject for evaluation at the Owner's Discretion. An extension up to four months for a total of 12 months, at the owner discretion on a case by case basis may be granted.
- Enrollment will not be allowed after the second class has started.
- Students must be 15 years old by the first day of class.
- Students may not be more than 10 minutes late for class. Students arriving more than 10 minutes late will be required to take the entire class over, and it will count as an absence.

- **Students may not be more than 7 minutes late for a drive.** They must have time to safely start the car, adjust mirrors, show the instructor their permit etc., and leave the parking lot no later than 10 minutes after the scheduled start time. Later than 7 minutes a \$50 + Tax missed drive fee will be assessed.
  - **No more than 3 absences will be allowed.** All absences and failed final exams (score less than 80%) must be made up.
  - Students can be dismissed without a refund from the course for excessive tardiness or unexcused absences.
  - **In Person Classes Teens must sign their roster sheet for every class, including make-up classes.** Rosters are kept in a book in the Office. Each class has its own book. If the regular attendance sheet isn't available, a blank sheet must be filled out and signed. *Failure to sign the roster will result in having to take the class again.*
  - If you have concerns about the schedule, please let us help you work out a plan.
  - **\*Completion of this traffic safety course does not guarantee students(s) will pass the Dept. of Licensing exam.**
1. **Behavior:** Students are fully accountable for their conduct. Students can be dismissed from the course without refund for: misbehavior, cheating (whether sharing or receiving answers), being under the influence of drugs, including alcohol, during any of the instructional phases, misuse of Traffic Safety equipment, repeated and willful violation of traffic laws, and failure to complete assigned work. **Students are required to take course notes and engage with course curriculum Instructor/Student questions & Answers. Parents are strongly encouraged to engage with their teens and the instructors as a group effort for goal achievement.**
  2. **Behind-the-wheel practice:** It is 911 Driving School practice to always have one or two students in the instructional vehicle. By signing this form, you give 911Driving School permission to conduct BTW training in a one-on-one setting.
  3. **Cameras:** All instructional vehicles are equipped with video cameras for safety and training purposes only. Images from the cameras will never be used for public displays of any type. Videos will only be retained for up to 30 days unless the instructor fills out an accident/incident report. By signing this form, you give 911 Driving School permission to videotape all drivers.
  4. **Cell phones:** Cell phone use is prohibited during class and in instruction vehicles.
  5. **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, then we will contact the parent/guardian to discuss what we can do to help the student succeed. Future scheduled drives may be canceled until a resolution can be reached. Extra drives, whether desired or required, are \$80 + Tax if required for a course completion per hour. **Per WAC 308-108-160, all drives must be done "on street", including Drive 1.** A maximum of 15 minutes is allowed in a parking lot, and then the student must complete the drive on the street. Instructors may take brand new drivers to a quiet street for instruction. Those students who are unable or unwilling to drive on the street may complete the drive in a parking lot, but it will not count towards the course, and an additional drive will need to be purchased. The best way to help ensure success and a positive experience is for the teen to practice in a parking lot with a licensed adult prior to beginning Drivers' Ed. Confidence is key.
  6. **Course completion:** Within 14 business days of the successful completion of all tests and activities required for our program, course completion will be issued electronically to DOL. All tuition and

fees must be paid in full, or the course completion will be entered as incomplete. The course completion must be entered before a knowledge or road test can be scheduled.

7. **Driver-Zed:** We frequently participate in DOL's "Driver-Zed" program. This includes 4 hours of classroom simulation training in lieu of a 6th drive behind the wheel and is included in the regular classroom schedule. This allows us to cover dangerous driving conditions, as well as events that aren't common, but could occur. There are 5 total drives in the instruction vehicles unless additional, optional drives are purchased.
8. **DSS:** DSS is the name of our online scheduling and database program. Once your enrollment is activated you will have access to the student portal. A username and password will be emailed. A full classroom schedule and all open drives will be visible in this portal. You can schedule, reschedule, and cancel all drives here.
9. **Fees and fine print:** A **\$50 + Tax fee** will be charged if a student does not show up, or is more than 7 minutes late, for a scheduled drive without at least 24 hours' notice. **A \$50 + Tax fee** will be charged if a student shows up in flip flops or without a valid learner's permit for a drive. A \$25 fee will be charged for any bounced checks.
10. **Graphic content:** Our course curriculum includes some video content that is graphic. It's not intended to scare the students, but rather to instill respect for the dangers involved with driving. Please let us know if you prefer to opt out.

★ **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 aged 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 teens turn 18 years old. **Parent's Initials Required for Receipt of this Information ( \_\_\_\_\_ )**

**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).

11. **Observation:** A minimum of one observation while another teen drives is required to complete this course. Additional optional observations may be scheduled at no charge.
12. **Organ donor:** Washington State requires our course to include optional information about the Organ Donor Program.
13. **Parent night:** We strongly encourage parents to be actively involved. At least one one-hour parent night will be available every month for parents to learn about what to expect, and how our program works.
14. **Photos:** We take class photos for classroom decoration and 911 website, Google places, Facebook, etc. promotion. Photos will not be used for any other reason or given to any other person or company. Please let us know if you do not wish to have your teens included in these photos.
15. **Refunds/Failure to complete the course:** Plans and schedules change, so we offer a full refund through class 2. No refunds will be given after the second 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. **Re-Enrollment for failing the course will be at the Owner's discretion.**

16. **Scheduling drives:** Are scheduled through the student portal by parents and or students and can start after completing the 3<sup>rd</sup> day of class. All scheduling opportunities first come first schedule. There will always be more opportunities posted every 3 to 4 weeks.
17. It is encouraged for all students to have the basics of vehicle control and surrounding awareness down before their drives with an instructor. We will teach them the basics if we need to, but please understand if we cannot leave the parking lot due to a student's skills set weighing against overall safety around other motorists on the roadway; additional drives will be required at \$80 each. This is to meet driving curriculum requirements for each lesson.
18. The 50 hours of documented driving time at home should be broken down into 3 stages: **1. Acclimation Stage**, hours 1-15 getting used to the basics of vehicle seat, mirrors set up and knowing where the controls are for 5 hours in a parking lot by putting the vehicle into motion slowly. 5 hours in a neighborhood enhancing those basics learned in a parking lot, and 5 hours on back roads for a total of 15 to enhance those skills around intersections and sharing the roadway with others. **Stage 2: Confidence**, continue hours 16-31 on main roads to build overall confidence in vehicle control and decision making. **Stage 3: Major Muscle Memory (Habit)** develops good decision-making habits while maintaining control of the vehicle in various scenarios, city streets, back roads, and freeway.

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 teens to receive credit for this course we must follow the policies outlined above. Additional copies of these policies are available at 911drivingschool.com and at our physical location. A copy will also be included in a welcome package emailed shortly after registration. I further agree to assist with home practice whenever possible and support my students' efforts to be the best possible driver.



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

Print: \_\_\_\_\_

I am a (the) student taking this Traffic Safety Education program. I have read the fees and fine print, and I understand the course requirements. I further agree to practice driving home whenever possible.



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

Print: \_\_\_\_\_



**911 DRIVING SCHOOL CLASS ORGANIZATION FLOWCHART**

Driver's Zed Last 20 Mins Class 2-13 Drives Completion has 8-Months from Day 1 of the class course.

|  |  |   |  |  |
|--|--|---|--|--|
|  |  |   | <p><b>LESSON 1</b><br/>Class Structure<br/>Sign up for Drives<br/>Training your new driver<br/>Driver License Steps and Restrictions<br/>Intro to the HTS</p>                    | <p><b>LESSON 2</b><br/>Definitions<br/>Preparing for the Vehicle<br/>Void Area<br/>Reference Points<br/>Pedals<br/>Steering<br/>Backing</p>  |
| <p><b>LESSON 3</b><br/>SMOG<br/>Scanning<br/>Turns<br/>Lane Position<br/>Lane Changes<br/>BTW Drives and the Instructor</p>  | <p><b>DRIVE 1</b><br/><b>PARKING LOT-15 Mins Only</b><br/>Walkabout<br/>Preparing the Vehicle<br/>Void Area<br/>Reference Points<br/>Basic Vehicle Control<br/>Turns<br/>Stopping Safely<br/>Visual Skills</p> | <p><b>LESSON 4</b><br/>Street Signs<br/>Pavement Markings<br/>Intersections and Right of Way<br/>Stop and Yield Signs<br/>Traffic Lights</p>        | <p><b>LESSON 5</b><br/>Maneuvering in Limited Space<br/>Turnabouts<br/>Parking<br/>Hill Parking<br/>Backing</p>  | <p><b>DRIVE 2</b><br/><b>NEIGHBORHOOD</b><br/>Intersections and Right of Way<br/>Stop and Yield Signs<br/>Interacting with Cars and Pedestrians<br/>Turnabouts<br/>Backing<br/>Parking</p> |
| <p><b>ZED A</b><br/><b>LESSON 16</b><br/>Driving scenarios and decision-making simulation</p>  | <p><b>LESSON 6</b><br/><b>TEST #1</b><br/>Mental Factors that Affect Driving<br/>Physical Factors that Affect Driving<br/>Road Rage</p>  | <p><b>LESSON 7</b><br/>Passing<br/>School Buses<br/>Emergency Vehicles<br/>Roadway Variations<br/>Hills<br/>Tunnels<br/>Roundabouts</p>             | <p><b>LESSON 8</b><br/>The Driver Triangle<br/>Visual Skills<br/>Zone Management and Follow Distance<br/>Driving with Big Vehicles<br/>Review</p>                                | <p><b>DRIVE 3</b><br/><b>CITY DRIVE</b><br/>Multiple Lanes<br/>Lane Changes<br/>Traffic Lights<br/>Complex Intersections<br/>Driving with Traffic<br/>Parallel Parking</p>                 |
| <p><b>LESSON 9</b><br/><b>TEST #2</b><br/>Sharing the road with Trucks<br/>Sharing the road with Motorcycles</p>   | <p><b>ZED B</b><br/><b>LESSON 17</b><br/>Driving scenarios and decision-making simulation</p>  | <p><b>LESSON 10</b><br/>Driving in Heavy Traffic<br/>One-Way Streets<br/>Freeways<br/>On Ramps<br/>Off Ramps<br/>Speed Control<br/>Velocitation</p> | <p><b>DRIVE 4</b><br/><b>FREEWAY</b><br/>On Ramps<br/>Off Ramps<br/>Lane Changes<br/>Speed Control<br/>Space Management<br/>Velocitations</p>                                    | <p><b>LESSON 11</b><br/>DUI and the Law<br/>Effects of Alcohol<br/>Effects of other drugs<br/>Getting Pulled Over</p>  |
| <p><b>DRIVE 5</b><br/><b>REVIEW</b><br/>Review of previous drives<br/>Independent Driving<br/><b>INDIVIDUALIZED</b><br/>Work on skills that are giving the student trouble</p> | <p><b>LESSON 12</b><br/><b>TEST #3</b><br/>Driving in Adverse Weather<br/>Visibility Issues<br/>Traction Issues<br/>Review</p>   | <p><b>LESSON 13</b><br/>Know Your Vehicle<br/>Vehicle Safety<br/>Equipment<br/>Vehicle Maintenance<br/>Vehicle Malfunctions</p>                     | <p><b>LESSON 14</b><br/><b>TEST #4</b><br/>Planning for Travel<br/>Vehicle Preparation<br/>Routing and Mapping<br/>Driving with Bicycles<br/>Post-Collision Responsibilities</p> | <p><b>LESSON 15</b><br/><b>Test Review</b><br/>Getting Your License &amp; the DOL<br/>Organ Donation<br/>What's on the DOL Drive Test<br/>Take the Knowledge Test</p>                      |



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## **Scheduling drives with DSS!**

All drives are scheduled outside of the regular classroom schedule. Please log in to your school access portal for a simple, calendar-based system which directs you to choose dates and times.

We have instructors from many different backgrounds in police departments, Fire Departments, Military Backgrounds, and Qualified/Certified Civilians, with many different schedules. Some know their availability by the month, and others only a week or two in advance. For this reason, you will usually only see opening out for about three to four weeks. There will always be more coming!

All teens need to complete 5 one-hour drives behind the wheel plus a minimum of 1 observation hour while another teen is driving.

***Please note:*** if the teen scheduled to drive cancels his/her reservation, or doesn't show up, the observation hour will automatically be canceled as well. You must have a driver to do observations.

The system is set up to allow you to sign up for 3 drives at a time, with a minimum of 3 days in between drives. This means that once you schedule a drive, you won't see any openings for 3 days on either side of your scheduled drive. Once your first drive is complete you will be able to sign up for the fourth one, and so on. This allows for practice time at home between drives and complements the classroom schedule. It also helps everyone to have an equal opportunity to get the most desirable times.

You can sign up for your observation at any time.

### **To comply with D.O.L. Policy**

**Your 5<sup>th</sup> Drive will not be allowed (Scheduled or Completed) until after the 30 Day Mark from Day 1 of your course.**

Please don't hesitate to call us if you are having trouble for any reason! We can override the system on our end if necessary, and we will always try to handle special requests.

## **911 Driving School of Issaquah Parent Information Guide**

Some of you reading this will have taught a student to drive before, and for others of you reading this it's your first time. Regardless of your experience level there's information in this guide for you, and we recommend reading it even if you've been here before. We will teach you how to make the most of your practice sessions with your students; we here at 911 have your student for 30 hours of classroom and 5 hours of driving, but your student will need at least 50 hours of driving practice to get his or her license. Who's going to be doing most of that? You are. We will teach your students the skills, but it's in practice at home that these skills will be reinforced.

### **Scheduling Practice:**

When should you schedule your practice sessions and how long should they be? We recommend practice sessions of around half an hour and no longer than an hour. You want enough time for your student to get warmed up and have some time to practice, but not so long that he or she starts to get tired, lose focus, and make mistakes. Scheduling 3-4 sessions a week is a good idea and will also allow you to keep up with the recommended amount of practice. If that seems like a lot, remember that driving is just like any other skill: the more you do it the better you get at it, and if you wait a long time between practice sessions you lose the skill.

Make a schedule at the beginning of the week so that you and your student know when to expect to practice driving. Stick to that schedule. If you know you must go somewhere, such as your student needs to go to basketball twice a week, it's okay to use that as practice time. It's also okay to do a few extra sessions if you get the time (going to the store for milk? Have your student drive) but you should avoid canceling sessions. We all lead busy lives and if you don't plan and schedule sessions ahead of time it's that much harder to find the time and energy to practice. Remember that every minute of practice is valuable, every mile driven now is a mile more experience your student will have, and a driver with 50 miles of experience will not be as safe as one with 500 miles.

### **Have Objectives:**

The first thing you should do when taking your student out to drive is plan objectives: what will you be doing on that drive? Where will you be going and what will you be focusing on? "We will be driving in neighborhoods today" is a good start; "we will be focusing on making lots of turns, signaling for every turn, and making the turns smoothly and comfortably" is even better. Do both. Are you having trouble figuring out what to set as objectives? Look at the drive sheet we gave your student at the end of his or her last drive as a guide, it should contain what the student needs to work on and how. Look for problem areas on your own, too: what needs work from the student's last drive.

Pick objectives that you can complete on your trip, make sure to focus on them, and make sure to repeat them as often as possible. If you are going to the store using roads with only traffic lights, setting an objective of "we're going to practice four way stops and who goes first" is a poor idea because there won't be any four way stops. If you need to practice certain objectives, go places where you can practice those objectives. If you must go to a specific destination, think what objectives you can work on along the way.

### **Start Simple:**

If you've ever played an instrument, you know that you don't start with complicated pieces, you start with short strings of just a few notes until you know what you're doing. The same should be true for driving, however many of us forget this. We've heard parents saying, "we picked up my son's permit then he drove us home on the freeway." That's like trying to perform a Mozart concerto on your first day sitting down at a piano.

Start simple, both in the areas you are driving in and the things that you teach. Start in a large, open parking lot or a quiet neighborhood street with no one around. Start by teaching very basic skills: this is the gas, this is the brake, this is the wheel, this is how you use each. Travel at slow speeds. As your student master's the basic control of the vehicle, add in other skills: staying in your lane on turns, scanning intersections, slightly higher speeds, etc. The more rules a student must know, the higher the speed, and the more cars that are around you the more complicated things are; add as few of these at a time as possible until the student has gotten the hang of those skills, then add a few more.

Finally, remember that most skills in driving build on other, more basic skills. If a student is not comfortable with the basic skills, the more complex skills will suffer. If your student cannot steer accurately in to his or her lane continue to practice that rather than move on to other, more complex things. Likewise, if a student is having trouble with more complex things, try to figure out if it's the complex skill that he or she is having trouble with or a much more basic skill.

### **Become a Conscious Driver:**

"What's obvious to me is obvious to me." You have been driving for many years, so much of how you drive that car is easy and obvious. When was the last time you thought about when you should ease off the gas or how much pressure you should put on the brake as you approach a stop sign to make a smooth stop! Or how far to turn the wheel to accurately make that turn! Have you thought about exactly how you know that car in the left lane is far enough back for you to change in front of him! You probably don't think about this stuff because you know it; it's obvious to you. Your student hasn't done this before, it is not obvious, and he or she must be told things that you take for granted.

Becoming a conscious driver means thinking about the things you do and how you do them. It means thinking about when you look for other cars, how you look for other cars, and how you know that it is safe to move in front of or near the other vehicle. This way, when your student has trouble with performing a certain action, you know what to tell them. You're not a driving instructor, though, so if you have trouble remember that you can always talk to your student's driving instructor for help.

The most important part of what you tell your student is "how", rather than what. If you tell your student "Stop behind the stop line;" that tells the student what to do but not how. Many will struggle with this: they know what you want them to do but do not know how to accomplish it. "Let off the gas sooner and go to the brake sooner to allow you to stop behind the stop line" is a better direction, because it tells the student both what you want him or her to do as well as how."

### **Use Commentary Driving:**

Despite what many parents would like their children to believe, parents are not mind readers. One of the reasons why we get nervous about teaching someone to drive is because we do not know what is going on inside this person's head. Why did my son just swerve in his lane? Why isn't he braking yet? Why is my daughter looking to the left, not the right? Does she see that pedestrian?

Commentary driving involves the student saying what he sees, what he's doing, and why he's doing it. "I see a car braking up ahead", "no cars at this intersection", "I see a stop sign", or "the light turned yellow so I'm going to stop". If students tell us what they see and what they're doing about it, we don't have to worry about what they're thinking. Even if your student makes a mistake, you know about that mistake and can help fix it.

Commentary driving, like any skill, must be learned. If you ask your student to "do commentary driving;" the problem there is, again, how does the student do commentary driving? Instead come up with a list of what you want the student to do commentary on. "I want you to tell me each time you scan an intersection, each time you put your foot on the brake and check the rearview mirror, and each time you see a stop sign or red light ahead." Keep your list short, three or at most four things at a time is a good number and remind the student before each practice session what he or she is to do commentary on. If you find yourself worrying about something a lot, such as if the student sees pedestrians, make that part of the commentary on the next drive: "I want you to tell me every time you see a pedestrian near the road."

### **Ask Questions:**

Commentary driving is about getting the student to tell you what he or she is thinking. Giving specific things to commentary on gets your student thinking about the things you want. You can also accomplish this by directing your student's attention to the things you want him or her to see. Are you wondering if your student sees the stop sign ahead? You could say "there is a stop sign ahead," or "do you see the stop sign ahead?" What works better, however, is to direct the student's attention where you want it: "what's up ahead of you?" or "do you see any signs ahead of you?" This gets your student looking at where you want and most likely at what you want him or her to see without doing it for them. If you say, "there's a stop sign ahead" that does keep the car safe, but the student learns very little. If instead you say, "are there any signs ahead?" You direct the student to find the sign and teach him or her to look out for signs ahead.

If you find yourself asking the same kinds of questions repeatedly you should make this part of your student's commentary.

### **Giving Good Directions:**

There are three important parts to giving good directions: timing, phrasing, and landmarks.

First, timing: you should always give your directions well ahead of time. Drivers perform a variety of tasks in preparing for turns, including signaling, checking for cars, and slowing the vehicle. If you give directions only a couple of seconds before a turn, your student will not have time to complete all these things correctly or safely before the turn. If your student does not understand the directions, he or she also will not have time to ask about it. Give the direction long before it is needed and remind your student of the direction as the turn approaches.

How we phrase a direction can be just as important as what we say. Most of the time, people give directions like: "turn right at the third light." If phrased this way, though, your student may just hear "turn right." Perhaps the student turns at the first light instead, or perhaps he or she turns right now. Either way: if you give the direction first, people are much more likely to ignore the ""were"" part of things. Instead, use what we call destination-direction format: "at the third light turn right," "after we pass this parked red car turn right;" or "just before the bell tower turn left." Remember: first destination, then direction.

Lastly are landmarks; we used a few in our examples during the last paragraph. When giving a destination you want to give a clear, easy to find landmark. If you use a repeating landmark such as a traffic light, use numbers: "at the third traffic light" or "at the second yellow crosswalk sign: If your student knows street numbers you can use those, but most do not know street numbers by heart and street signs are much harder to see than "the large brown van on the right side of the road." It also helps to ask questions: "do you see the large brown van on the right side of the road? Just before that van turn right."

### **Use Positive Language:**

This doesn't just mean complimenting your student on a job well done, although you should also be doing that; using positive language is telling the student what to do rather than what not to do. "Don't stop over the line" or "you stopped over the line at that last intersection" both tell the student what not to do or what he or she did wrong but not what to do instead or how to correct it. There are two parts to positive language: telling the student what to do and how to do it. Rather than "don't stop over the line," instead tell your student "Stop behind the white line." As for the how, this is much like we talked about above in becoming a conscious driver: you need to tell the student what to do but also, how to do it. There are a few reasons why a student might not stop behind the white line: he doesn't brake soon enough or hard enough, or he doesn't know he's over it. "Stop behind the white line by going to the brake a little earlier and a little harder" or "make sure you're stopped behind the white line by using your reference points."

### **Have a Code Phrase:**

Driving is stressful; it's one of the few activities most of us will do in our day that carries with it the risk of property damage, personal injury, or death. Students and parents can both get upset, frustrated, or angry, none of which are good for the learning environment or safety. This is why it helps to have a code phrase that means "things have gotten out of hand, and we need to settle down."

Decide on a code phrase to use with your student before your first time out driving. The agreement you both make with the code phrase is that either of you can say it when you feel the other is getting overly frustrated or angry and the other person is not allowed to get more angry back at you. Normally if a code phrase is used that's a good time to pull over or park the car and take a breather, then discuss what the next step is: do you want to keep practicing now that everyone has calmed down, or is now not a good time? Now could be a bad time to practice because someone is angry or frustrated, or it could be a bad time because conditions outside (weather, traffic, etc.) aren't safe for the student's current skill level.

We've heard a lot of code phrases used by parents and students over the years: "Chill out," "set it aside," "banana," "the eagle has landed," you can use just about anything if you decide on its meaning. The important parts of the phrase are that you wouldn't normally say it in conversation and that you both agree to the above terms.

Remember that while your son or daughter may be a driving student, you're allowed to ask questions too. If you're struggling at home, having difficulty with fixing a particular skill or don't understand why your student is driving a particular way then you should talk to the instructor. We can give you tips about how best to teach your student, the best ways to reinforce a particular skill, and explain why we teach students to drive in the manner we do.



# Student Record 911 Driving School

School Number: \_\_\_\_\_  
 Student Number: \_\_\_\_\_  
 Permit Number: \_\_\_\_\_

09/07/2002

**Last Name, First Name, Middle Initial** \_\_\_\_\_ **DOB** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Address, City, State, Zip Code** \_\_\_\_\_ **E-Mail Address** \_\_\_\_\_

### DRIVE 1

|                                     |   |
|-------------------------------------|---|
| Blindspot/Void Area Demo            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Walkaround                          | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Pre-drive Checks                    | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Starting                            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Vehicle Controls                    | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Putting Car In Motion               | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Visual Habits                       | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Speed Control                       | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Lane Control Position               | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Communication                       | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Reference Points                    | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Stopping – C/S/P                    | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| L/R Turns - Stopped                 | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| L/R Turns - Moving                  | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Laterals – To/From Curb/Lane Change | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Backing – Straight & L/R            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Securing/Exiting Car                | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Angle/Perpendicular Parking (F/R)   | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |

### DRIVE 2

|  |   |
|--|---|
| Controlled/Uncontrolled Intersections/Scanning | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Cover Brake/Controlled Stops                   | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Hill Parking                                   | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| U & 3 Point/Y Turns                            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Backing-Laterals/Around Corner                 | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| IPDE/Zone Control                              | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Intersection Strategy                          | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Commentary Driving                             | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |

### Emergency Contact Information:

Parent Name: \_\_\_\_\_  
 Parent Name: \_\_\_\_\_  
 Parent Phone #: \_\_\_\_\_

### DRIVE 3

|  |   |
|--|---|
| Arterials, Hills, Curves, and RR Xings | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Turn Lanes/2 Way Turn Lanes            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| 4-Way Stops/Flashing Lights            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| 2-Point Turns                          | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Parallel Parking                       | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Lane Choice & Lane Changes             | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Following Distance/Space Management    | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Traffic Control Devices/ROW            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Point-of-No-Return                     | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Turns on Red                           | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Protected/Unprotected Turns            | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| One-Way Streets                        | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |

### DRIVE 4

|                                   |   |
|-----------------------------------|---|
| Entering/Merging                  | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Lane Choice / Lane Control        | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Speed Control (Freeway)           | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Space Management (Freeway)        | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Lane Changing (Freeway)           | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Exiting                           | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Highway Hypnosis/Velocitation     | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |
| Destination Driving/Process Level | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 |

### Drive 5: Review of Drive Tasks

WA STATE v4.4 2015-04-01

Drive # \_\_\_\_\_ Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Drive # \_\_\_\_\_ Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Drive # \_\_\_\_\_ Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Veh. Inspect:  Fuel  Tire Pressure  Oil Level  Hood Latch  Fuel Release

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Drive # \_\_\_\_\_ Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Veh. Inspect:  Fuel  Tire Pressure  Oil Level  Hood Latch  Fuel Release

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Drive # \_\_\_\_\_ Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

**Cannot Complete Drive #5 Until After:** \_\_\_\_\_

**Observation:** Date: \_\_\_\_\_ Drive Time: \_\_\_\_\_ Observ. Time: \_\_\_\_\_

Instructor: \_\_\_\_\_ Student Signature: \_\_\_\_\_

TeamDrive\_v1.1\_24Oct2015

## Intermediate license laws for teen drivers

If you're **under 18**, you'll be issued an intermediate driver's license and must follow these laws:

- **Driving with Passengers:**
  - **First 6 months:** *No passengers under 20 years old, except for immediate family members (spouse, child, stepchild, or siblings, both by birth and marriage).*
  - **Next 6 months:** *No more than 3 passengers under 20 years old who aren't members of your immediate family.*
- **Nighttime Driving:**

For the **first 12 months**, you can't drive between 1 a.m. and 5 a.m. unless you're with a licensed driver 25 years or older. The **only exceptions** are driving for agricultural purposes and transporting farm products or supplies under the direction of a farmer as described in **RCW 46.20.070**.
- **No Cell Phones:**

You aren't permitted to use wireless devices while driving, even with a hands-free device. This includes talking on cell phones and sending or receiving text messages. You may only use a wireless device to report an emergency.

These restrictions won't apply after you turn 18 years old.

### **Penalties for violations and accidents:**

#### **First (1st) Violation:**

Passenger and nighttime restrictions will apply until you're 18. We'll send a warning letter to you and your parents/guardian for the following:

- Get a ticket for violating the restrictions.
- Get a ticket for violating the rules of the road.
- Are involved in an accident where:
  - You get a ticket or are determined to have caused the accident.
  - No one involved in the accident receives a ticket.
  - The cause of the accident can't be determined.
  - Only your car was involved in the accident.

#### **Second (2nd) Violation:**

License suspended for 6 months (or until you're 18, whichever comes first). We'll notify you and your parent/guardian before we take any suspension action.

#### **Third (3rd) Violation:**

The license is suspended until you're 18. We'll notify you and your parent/guardian before we take any suspension action.

**Note:** We don't determine who caused an accident. If you'd like a copy of your collision report, contact the Washington State Patrol records division at 360.570.2355.

**Warning letters and penalties until age 18:** Once you've driven safely for 1 year the passenger and nighttime driving restrictions expire, but the other violations will apply until you're 18.

## Steps to getting your first license: Teens 15-17 years old

### License Requirements:

To get your driver's license, you must:

- Be at least 16 years old.
- Be a Washington resident (your license will show this address).
- Successfully completed a driving training course.
- Have your Washington State **photo instruction permit** for at least 6 months.
- I have not been convicted of any traffic violations within 6 months of applying for the license.
- I have not been convicted of any alcohol or drug offense while holding an instruction permit.

### How to get your license:

1. Pass a driving training course.
2. Get an instruction permit.
3. Complete at least **50 hours of driving practice (including 10 hours at night)** with someone who has been driving on a valid license for five (5) years or more.
4. Pass the driving test at any Driver training and testing location.
5. Get your license in two different ways:
  - Online:
    1. Your **parent or guardian** must be with you, so they can give permission online for you to get your license.
    2. Pay the licensing fee.
    3. **Print the receipt**. It's your temporary license. Since it doesn't include your photo, you **can't use it as identification**.
    4. Your permanent license will have the same photo as your instruction permit. We'll mail it to the address we have on file.
  - At a driver's licensing office. You will need:
    1. Show you've passed a traffic safety course via an electronic course completion provided by your driver's education school.
    2. **Bring a parent with you** to the licensing office to sign the parental authorization form. If you can't bring a parent, have them fill out the Parental Authorization Affidavit form and have it notarized. You must bring the notarized form with you to the office.
    3. Show **proof of identity**.
    4. Provide your Social Security number or sign a declaration if you don't have one.
    5. Pass a vision screening.
    6. Have your photo taken, if necessary.
    7. Pay the fees.

### When you get your license:

You'll get your temporary license:

- Before you leave the driver's licensing office or
- When you print your receipt after getting your license online.

Your license will be mailed to you within 7-10 days. If you don't receive it within 30 days, please go to a driver licensing office.