

Learning to Drive Safely

Pupil's Notes

Simon Lovegrove

Simon ADI (Approved Driving Instructor) Driving School

Mobile: 07768 347 200
email: simon@simonadi.com
website: <http://www.simonadi.com>

Copyright © 2015 Simon ADI Limited / Simon ADI Driving School.

All rights reserved. Any unauthorised copying of this document will constitute an infringement of copyright. Permission is only granted to reproduce for personal and educational use only. Commercial copying, distribution, lending or selling is prohibited without prior written consent from Simon ADI Limited.

Table of Contents:

Cockpit Drill / Checks – DSSSM	3
Foot Controls – ABC - Eyes / Hands / <u>Feet</u>	4
Hand Controls - Eyes / <u>Hands</u> / Feet	5
Auxiliary Controls - Eyes / <u>Hands</u> / Feet	6
Mirrors - <u>Eyes</u> / Hands / Feet	7
Blind spots	8
Moving Off – POM	9
Stopping – MSPSL	10
Emergency Stop	11
Skidding	12
Mirrors - <u>Eyes</u> / Hands / Feet	13
Blind spots	14
Left Junction - (MSPSL) / TURN NEXT LEFT ←	15
Right Junction - (MSPSL) TURN NEXT RIGHT →	16
Left Emerge - (MSPSL & LADA) / T Junction ←	17
Right Emerge - (MSPSL & LADA) / T Junction →	18
Concealed Emerge - (Peep & Creep Routine)	19
Crossroads – MSPSL	20
Roundabouts	21
Planning & Anticipation	22
Meeting – MSPSL	23
Crossing Traffic (MSPSL) / <u>TURN NEXT RIGHT</u> →	24
Overtaking – MSPSL	25
Pedestrian Crossings – MSPSL	26
Traffic Lights	27
Signals – MSM	28
Turn In The Road - Tight Clutch Control / Reverse	29
Left Reverse	30
Parallel Park	31
Stopping Distances	32

Cockpit Drill / Checks – DSSSM

To be done every time you enter the car and before you start the engine - DSSSM

Doors

- Ensure all doors are closed [Use 2 x hands to check]
 - Line down the side of the car
 - Door mirrors
 - **Interior light**
 - Dashboard warning

Seat

- Ensure seat is adjusted correctly [←↑↓→]
[To reach wheel, to reach foot controls and to see]
 - Forward/Backward
 - Height
 - Rake
 - Comfortable
 - Reach all the controls (NB : Wrists on top of the steering wheel)
 - Leg slightly bent **when clutch fully depressed** (NB: Heel on the floor)
 - Arms slightly bent when steering wheel held correctly
- **Head Restraint**
 - Note on Whiplash Injury
 - Centre of head in line with centre of head restraint

Steering Wheel

- Ensure steering wheel is adjusted correctly [←↑↓→]
 - Run hands around the whole wheel (make sure it's clear)
 - Outstretched wrists on top of the wheel
 - In / Out
 - Up / Down
 - Adjusted in conjunction with the seat
 - Arms slightly bent when steering wheel held correctly
- Position of hands – **10 to 2** or ¼ to 3
- [Push Pull Method – **Considered in more detail later under 'Hand controls'**
 - Importance of looking ahead / 'Hands follow Eyes']

Seat Belt

- Ensure seat belt is fastened
- **No Twists** (Pull the seat belt away from chest & look)
- Passengers (**Legal responsibility if under 14**) QAs

Mirrors

- Ensure all mirrors are adjusted correctly
- **External mirrors**
 - Approximately 2 cm of car
 - Road meets sky in centre of mirror
 - Following vehicles appear further away (Convex)
- **Interior Mirror** (Use to judge correct distances)
 - Frame back window
 - **Anti-dazzle**
 - Presents a true guide on distance from following vehicles (**Flat**)

Foot Controls – ABC - Eyes / Hands / Feet

Accelerator (gas) [Right Foot]

- Right hand pedal
- Operated by right foot
- Controls fuel to the engine
- Requires only light pressure

Brake [Right Foot]

- Centre pedal
- Operated by right foot
- Operates on all 4 wheels
- **Switches on rear brake lights**
- Progressive braking
 - Light pressure
 - Gradually press harder
 - Reduce pressure just before stopping
- **ABS (Anti-Lock Braking System)**

Clutch [Left Foot]

- Left hand pedal
- Operated by left foot
- Connects the engine to the gearbox / & wheels
- **Used when moving off, changing gear, manoeuvring**
- Pressed down fully & quickly, released slowly
- **'Biting Point'** - where the engine just starts to drive the car
- Clutch control can **SLOW the car down** / Engine Control
 - **NO COASTING**

BBC – “Brake Before Clutch”

Dual Controls [Important to Mention]

- Only used in emergency
- Handbrake / neutral before handing back control

Hand Controls - Eyes / Hands / Feet

Parking Brake

- Only use when Stationary
 - **Only operates on 2 wheels**
 - Doesn't activate brake lights
 - Press in ratchet when applying
 - Lift up and press in ratchet when releasing

Gear Lever (p 8)

- Changes gear to match engine speed to road speed
 - Neutral
 - Middle position (**Naturally between 3rd and 4th position**)
 - Moves sideways
 - No drive - safe
- Look ahead when changing gear
 - **'Hands follow eyes'**
- Palming Method [NB: Naturally moves to between 3rd and 4th]
 - **1st** - Most Powerful
 - **Moving off**
 - **Manoeuvres**
 - **2nd & 3rd** - Working Gears
 - Traffic
 - Town
 - **4th & 5th** - Cruising Gears

Steering Wheel

- Hold lightly
- 10 to 2 or 1/4 to 3
- Keep two hands on wheel
- **Pull Push method** [called: 'Shuffle Steering in USA']
 - Don't cross hands (ie not 'hand over hand' steering) / **Ref: Airbag injury**
- **Dry steering**
 - When car is stationary
 - Avoid
- Power Steering
 - Oversteer
 - Understeer

Indicators

- On left hand side of steering column
- **Moves same way as Steering wheel**
- Orange lights front & back
- Shows other road users of intentions

Other Controls

- Explained later

Auxiliary Controls - Eyes / Hands / Feet

Windscreen wipers/washers

- On right hand side of steering column
 - Lift up for 3 speeds
 - Pull towards you for rear wipers
 - Press button for washers

Side/Head Lights

- Rotary switch on right hand side of dashboard
- Turn clockwise
 - 1st position - side lights
 - 2nd position – headlights
- Always drive on headlights
- Main beam
 - Indicator arm - pull towards you
- Dashboard warning light

Fog Lights

- Rotary switch on right hand side of dashboard
 - Only works when lights are on
 - Pull out
 - 1st position - front fog lights
 - 2nd position - hi intensity rear fog lights
 - Dashboard warning light
 - **Visibility must be less than 100 M**

Hazard lights

- Push switch in centre of dash board
- Operates all four indicators
- Only use in emergency, stopping on motorways
- Do not use for illegal parking

Windows

- Side windows
- 2 switches **on drivers arm rest**
 - Up/down - both sides
 - Front/Back windows
- Demist
- 2 switches in front of gear lever

Gauges

- Speedometer
- Rev Counter
- Temperature
- Fuel

Horn

- Use / QA
- Hours of Use (Not between: **11.30pm and 7.00am**)

Mirrors - Eyes / Hands / Feet

Types of Mirrors / Adjustment

- **External mirrors**
 - Approx 2 cm of car
 - Road meets sky in centre of mirror
 - Following vehicles **appear further away** (Convex)
- **Interior Mirror**
 - Frame back window
 - Anti-dazzle
 - Presents a true guide on distance from following vehicles (**Flat**)

QAs

- Types of Mirrors?
- Why have mirrors?
- How to adjust?
- When to use?
- **Information from mirrors?**

➔ **BLIND SPOTS** ◀

Why do you use mirrors?

- To be fully aware of any other traffic ALL around
- **** **MSM** ****

When to use

- **Before**
 1. **Change of speed**
 2. **Change of Direction**
 3. **Change of Position**
 4. **Manoeuvre**
 5. **On a straight road - approx every 6 -10 secs**
 6. **When opening the car door**

eg: Use of Mirror

- Junction
- Roundabout
- Parked cars
- Traffic lights
- Pedestrian Crossing
- Changing Lane
- Overtaking etc

How to use

- **Use in pairs**
 - Because of position – get 2 different views
 - Because of type of glass – get 2 different angles

Info from Mirrors

- Speed of following vehicle
- Proximity of ...

Types of Glass

- Centre mirror – **Flat** (Interior)
 - More accurate idea of distance
- Door mirrors – **Convex** (External)
 - Wider angle of vision (Following vehicles appear **further away** than expected)

Vehicles Behind Too Close

- Allow more time for manoeuvre
- Slow down
 - **Make enough distance from the vehicle in front for an Emergency Stop**

Anti Dazzle

- Adjust lever

Blind spots

What are they?

“The areas that can’t be seen by looking forwards or in the mirrors”

What do they hide?

- Driveways, gates, side roads, pedestrians, etc...
- Overtaking vehicles - especially cyclists/motorbikes

When to check them?

- When moving away from parked position
 - When merging with other traffic
 - Only a glance
 - When overtaking
 - Only a glance
 - When turning right – ‘**Life Saver**’ / NB: Motorbikes
-

NB: Other vehicles blindspots? (eg Lorries)

- **Be aware of them**
- Don’t stay in them longer than necessary

Moving Off – POM

[Always follow a safe routine – ie: POM]

POM Routine

Prepare

- Clutch down
- Select 1st gear
 - NB: gear lever naturally lies between 3rd & 4th
- Clutch up slowly to **biting point**
 - **Change in engine noise**
 - **Bonnet rises**
- Increase gas (**approx 1500 RPM**)
- **Keep both feet steady**
- (Hand on the Parking Brake)

Observe (QAs)

- **Quickly & effectively**
- **Check all 8 points**
(Sweep from Left to Front to Right)
 - Left blind spot
 - Left door
 - Left door mirror
 - Windscreen (ie front)
 - Centre mirror
 - Right door
 - Right door mirror
 - Right blind spot

Move

- **Signal** (not always required – but worth doing as a routine) **QA**
- Release handbrake
- Clutch up slowly (by the thickness of a £ coin)
- Increase gas slightly
- **Steer to normal driving position (QA)**
 - 1 x metre from the curb
- Check centre & right mirror
- Increase gas

General Comments / Start

QAs

- Have you driven a car before?
- ? Knowledge of major controls
- Previous lessons?

QAs p12 / Picture (A)

2 x Routines

- POM
- MSPSL

Expressions Explained

- Gas (less / More)
- Squeeze pedals etc

POM

- Clutch down to the floor
- Select 1st gear
- Find the **Biting Point**
- **Observe 8 x points**
- Release parking brake
- Little bit more gas &
- Clutch up by thickness of a £ coin (very slowly)
- **Move to Normal Driving Position**
- Check mirrors – Ctr & Rgt
- ↑ gas
- **Look Ahead**
- ↑ Scanning
 - 'Hands follow eyes'
- Cancel Signal

Do a 'try out' of finding the 'Biting Point' and then clutch fully down.

Stay in 1st gear for the first time

Stopping – MSPSL

[Always follow a safe routine – ie: MSPSL]

CLASS (QAs)

- Convenient
 - Legal
 - Able to do it
 - Safe
 - Seen – Can you be seen
-

MSM Routine

Mirrors

- Check centre & left mirror
 - Effective observation of all other road users

Signal

- Left indicator
 - To inform other road users
 - Correct timing
 - Too early - other road users will ignore
 - Too late - other road users won't have time to react

Position / Manoeuvre

- Steer towards **normal stopping position**
- Approximately **10 - 20 cm** from kerb.

Speed

- Foot off gas
- Brake progressively
- Clutch down just before stopping

LOOK

Secure car

- Handbrake
- Neutral
- **Release pedals**

QA: p 12 (Picture B)

MSPSL

- Mirrors [Inside/Out]
 - Internal
 - Left
- Signal
- **Move towards curb**
- Foot off gas
- Foot over Brake & Clutch
- Gently Brake (Progressive)
- Clutch down to Floor
- Gently bring to a stop
 - Ease up slightly on brake at end
- **Secure car**
 - Parking brake On
 - Gear lever to Neutral
 - Foot off clutch

Emergency Stop

How to Avoid making an Emergency Stop

- Concentration
- Planning - MSPSL
- Anticipation
- Correct speed
- 2 sec rule / Stopping distances

Requires Quick Reactions

- No mirrors

Braking

- Firm progressive braking
- Avoid skidding
- ABS [Anti-Lock Braking System]

Steering

- Both hands **firmly** on wheel
 - May pull under harsh braking – especially if wet
- Only steer if absolutely necessary

Clutch

- Press down just before stopping
 - Use maximum engine braking

Secure car

- Handbrake
- Neutral
- Release pedals

Moving Off

- Observation
 - **ALL 8 points**
 - Could be in middle of road

When NOT to do Emergency Stop

- Missed junction
- See friends
- Rabbits/Pheasants etc...
 - Dangerous to other road users
- In Event of a Skid
 - See Over

“A good driver should never do an emergency stop in their life time.”

Scenarios / QAs

- Ice Cream Van
- Bus stopping
- School Gates

QAs

- Animals vs Humans
- ‘Emergency Stop’ vs ‘Quick Stop’
- ABS?
- Skidding?

Procedure

- No Mirrors (QAs)
 - (Mirrors for ‘Animals’)
- Both Hands firmly on the wheel
- Firm Progressive Braking
- Clutch down at the last moment (QAs)
- NOT Clutch & Brake down together
- Make car secure
- Full observation before moving off

Instruction from Examiner

“In a moment I’m going to test your ability to stop as if it was an emergency.

I would like you to drive on normally and in a short while I will give you this sign.

When you see this sign I would like you to stop promptly and under control as if a small child had run out into the road in front of you.

OK – drive on when you’re ready.”

Skidding

“A skid is a loss of traction from a vehicle’s wheels, which can cause it to move uncontrollably”

Factors Affecting Skidding / Braking

- **DRIVER ERROR**
 - Lack of concentration
 - Lack of Planning
 - Lack of anticipation
 - Excessive speed
 - Vehicle condition
 - Tyres
 - Brakes
 - Road surface
 - Wet
 - Loose Chippings
 - Gradient
-

How to avoid Skidding

[Prevention is better than cure]

- Concentration
- Planning - MSPSL
- Anticipation
- Correct speed
- 2 sec rule / Stopping distance

How to correct a skid [Braking & Steering]

Skidding with Standard Brakes (Cadence Braking)

- Reduce and re-apply braking pressure
 - Repeat if necessary

Skidding with ABS Brakes

- Wheels are automatically prevented from skidding
- Continuous pressure on brake pedal
- Able to maintain steering
- (May not work in wet or slippery roads)
 - Reduce and re-apply braking pressure
 - Repeat if necessary

Skidding while Cornering

- Weight of car on front wheels
 - Less grip on back tyres
 - Steer into the skid
-

Mirrors - Eyes / Hands / Feet

Types of Mirrors / Adjustment

- **External mirrors**
 - Approx 2 cm of car
 - Road meets sky in centre of mirror
 - Following vehicles appear further away (Convex)
- **Interior Mirror**
 - Frame back window
 - Anti-dazzle
 - Presents a true guide on distance from following vehicles (**Flat**)

QAs

- Types of Mirrors?
- Why have mirrors?
- How to adjust?
- When to use?
- **Information from mirrors?**

➔ **BLIND SPOTS** ←

Why do you use mirrors?

- To be fully aware of any other traffic ALL around
- ***** **MSM** *****

When to use

- **Before**
 1. **Change of speed**
 2. **Change of Direction**
 3. **Change of Position**
 4. **Manoeuvre**
 5. **On a straight road - approx every 6 -10 secs**
 6. **When opening the car door**

How to use

- **Use in pairs**
 - Because of position – get 2 different views
 - Because of type of glass – get 2 different angles

Types of Glass

- Centre mirror – **Flat** (Interior)
 - More accurate idea of distance
- Door mirrors – **Convex** (External)
 - Wider angle of vision (Following vehicles appear **further away** than expected)

Information from Mirrors

- Speed of following vehicle
- Proximity of ...

Vehicles Behind Too Close

- Allow more time for manoeuvre
- Slow down
- **Make enough distance from the vehicle in front for an Emergency Stop**

Anti Dazzle

- Adjust lever

“NOW WE WILL DISCUSS BLIND SPOTS”

Blind spots

What are they?

“The areas that can’t be seen by looking forward or in the mirrors”

What do they hide?

- Driveways, gates, side roads, pedestrians, etc...
- Overtaking vehicles - especially cyclists/motorbikes

When to check them?

- When moving away from parked position
 - When merging with other traffic
 - Only a glance
 - When overtaking
 - Only a glance
 - When turning right – ‘**Life Saver**’ / NB: Motorbikes
-

NB: Other vehicles blindspots? (eg Lorries)

- **Be aware of them**
- Don’t stay in them longer than necessary

Left Junction - (MSPSL) / TURN NEXT LEFT ←

Mirrors

- Check centre & left mirror
 - Effective observation of all other road users

Signal

- 10 car lengths (NB Other turnings)
- Left indicator
 - To inform other road users
 - Correct timing
 - Too early - other road users will ignore
 - Too late - other road users won't have time to react

Position

- Maintain normal driving position
 - 1 x metre from the curb

Speed

- Slow to suitable speed using brakes
 - **5 - 10 mph, blind or tight corner**
 - **10 - 20 mph, open or shallow corner**
 - Change to appropriate gear
 - **1st gear, blind or tight corner**
 - **2nd gear, open or shallow corner**
- **Do not coast** into or round corner (**NO COASTING**)
 - Not in full control

- Mustn't release clutch in corner
- Stranded if in neutral
- Stall if in wrong gear

Look [Final]

- Check road ahead
- Check in new road [eg Road signs]
 - Asses all other road users
 - Ensure it is safe to turn
(eg are you about to turn into a one way street?)

Point of Turn

- **When front wheel is level with first curved kerbstone**
 - Too soon - will hit kerb
 - Too late - will cross white line

Steer

- Push - Pull
- Straighten up - Just before the turn is completed
- Feed wheel back

Check mirrors

- New road, New mirrors, Accelerate, Change gear

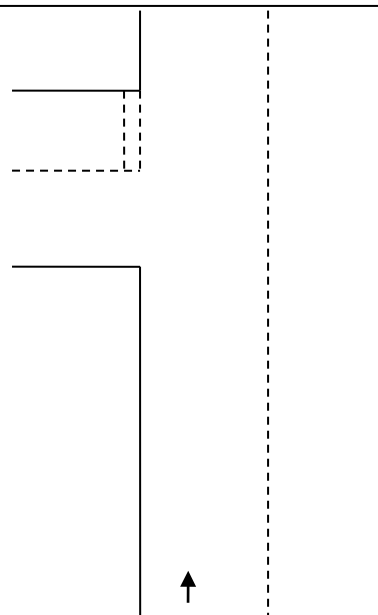
Lesson Start: (QA)

- Minor vs Major Rd?
- Identify a Minor Rd?
- **MSM Routine?**
- **MSPSL Routine?**
- Road Signs

PROCEDURE:

MSPSL – Left Turn ←

- Mirrors [Inside/Out]
 - Internal
 - Left
- Signal (10 x car lengths)
- **Maintain normal position**
- Foot off gas
- Foot over Brake & Clutch
- **Be 'Ready to Slow Down'**
- Gently Brake
- Clutch down to Floor &
- **Change into appropriate gear**
- Look



Right Junction - (MSPSL) TURN NEXT RIGHT →

(NB: p77 – Right Filters)

Mirrors

- Check centre & right mirror / Effective observation of all other road users

Signal

- Right indicator - To inform other road users
 - Correct timing / **10 x car lengths**
 - Too early - other road users will ignore
 - Too late - other road users won't have time to react

Position

- **Just left of centre line**

Speed

- Slow to suitable speed, or stop, using brakes
- Stop if necessary, oncoming traffic has priority
- **5 - 10 mph, blind or tight corner**
- **10 - 20 mph, open or shallow corner**
- Change to appropriate gear
 - **1st gear, if stopped**
 - **1st gear, blind or tight corner**
 - **2nd gear, open or shallow corner**
- **Must not release clutch in corner / NO 'COASTING'**
 - Stranded if in neutral
 - Stall if in wrong gear
 - Not in full control

Look (LADA)

- Check in new road
- Ensure it is safe to turn
- Check road ahead
- Asses all other road users
- Oncoming vehicles, priority
- **Time to cross - Time to walk across (LEFT to RIGHT)**

Point of Turn / Cutting Corners

- When front wheel level with centre line in new road
 - Too soon - will cross white line (**Understeer**)
 - Too late - will hit kerb (**Oversteer**)

Steer

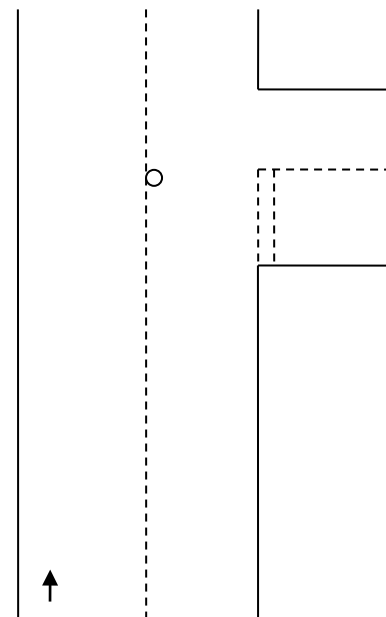
- Push pull
- Straighten up just before the turn is completed
- Feed wheel back

Check Mirrors

- New road, new mirrors / Accelerate / Change gear

Lesson Start:

- Minor vs Major Rd?
- Identify a Minor Rd?
- **MSM Routine?**
- **MSPSL Routine?**
- Road Signs
- Minor vs Major Rd?
- Identify a Minor Rd?



PROCEDURE:

MSPSL – Right Turn →

- Mirrors [Inside/Out]
 - Internal
 - Right
- Signal (10 x car lengths)
- **Move to Centre White Line**
- Foot off gas
- Foot over Brake & Clutch
- **Be 'Ready to Slow Down'**
- Gently Brake
- Clutch down to Floor
- **Gently bring to a stop**
- Gently ease off Brake at end
- Look

Left Emerge - (MSPSL & LADA) / T Junction ←

[Review: MSM, Open/Closed Junctions: [↑ Paint on the Road = ↑ Danger]

Types

- **Open** (good vision)
 - Can plan well ahead
 - Often don't have to stop
- **Closed** (poor vision)
 - Unable to plan ahead
 - **Usually have to stop**

Signs

- Give way / Stop Sign
- Lines (may only appear at junctions on minor roads)

MSPSL - Mirrors Signal Position Speed, Look LADA

Look

- Check main road ahead, look right - left - right
 - **Right** - Traffic you meet first comes from the rgt
 - **Left** - Ensure nothing is on your side (overtaking)
 - **Right** - Final check

Assess

- Asses **all other road users**
 - Speed
 - Position
 - Direction
 - Signals
 - Priority

Decide

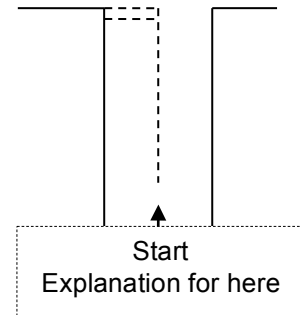
- Based on the above info
 - Is it safe to pull out
[SSSS: 'Swerve, Slow Down, Stop, Swear']
 - Is there time to pull out

Act

- Stop
 - Behind the line
 - Continue to Look, Assess, Decide
- Go
 - Move off safely without hesitation
 - Steer and Check mirrors

Unmarked Junctions

- No one has priority
- Try to get eye contact
- Proceed with caution



APPROACH

MSPSL – Left Emerge

- Mirrors [Inside/Out]
 - Internal / Left
- Signal (10 x car lengths)
- **Normal Position – 1 x Mtr**
- Foot off gas
- Foot over Brake & Clutch
- **Be Ready to Slow Down**
- Gently Brake (Progressive)
- Clutch down to Floor
- Gently bring to a stop
- Gently ease off Brake at end
- Position car so that 'Side Mirror just above road line'
- Look

MOVING OFF / LADA

POM

- Find the Biting Point
- Look – Right, Left, Right
- **Little bit more gas &**
- Clutch up by thickness of a £ coin
- **2/3rd around Corner**
 - Straighten Up
 - Centralise Wheel
 - Car parallel to curb

[Big Steer Left]

- Check Mirrors

Right Emerge - (MSPSL & LADA) / T Junction →

[Review: MSM, Open/Closed Junctions, : '↑ Paint on the Road = ↑ Danger']
Scanning on Approach / Priorities

Types

- Open (good vision)
 - Can plan well ahead
 - Often don't have to stop
- Closed (poor vision)
 - Unable to plan ahead
 - Usually have to stop

Signs

- Give way / Stop Sign,
- Lines (may only appear at junctions on minor roads)

Mirrors Signal Position Speed, Look

Look

- Check main road ahead, look right - left - right
 - **Right** - Traffic you meet first comes from the right
 - **Left** - Ensure nothing is on your side (overtaking)
 - **Right** - Final check

Assess

- Asses all other road users
 - Speed
 - Position
 - Direction
 - Signals
 - Priority

Decide

- Based on the above information
 - Is it safe to pull out
 - Is there time to pull out
- Can you cross the road as a pedestrian

Act

- Stop
 - Behind the line
 - Continue to Look, Assess, Decide
- Go
 - Move off safely without hesitation

Steer & Check mirrors

Unmarked Junctions

- No one has priority
- Try to get eye contact
- Proceed with caution

APPROACH

MSPSL – Right Emerge

- Mirrors [Inside/Out]
 - Internal
 - Right
- Signal
- Move to **Centre White Line**
- Foot off gas
- Foot **over Brake & Clutch**
- Be Ready to Slow Down
- Gently Brake (Progressive)
- Clutch down to Floor
- Gently bring to a stop
- Gently ease off Brake at end
- Position 'Side Mirror just above road line'
- Look

MOVING OFF

POM

- Find the Biting Point
- Look – Right, Left, Right
- Little bit more gas &
- Clutch up by thickness of a £ coin
- **Move → into far lane**
 - Straighten Up
 - Centralise Wheel
 - Car parallel to curb
 - Normal position
- Check Mirrors

Concealed Emerge - (Peep & Creep Routine)

Closed Junction

Zones of Vision are limited

Poor vision

- Unable to plan ahead
- Usually have to stop

Signs

- **Often STOP**

Mirrors Signal Position Speed

Look

- Check main road ahead, look right - left - right
 - **May need to lean forward**
 - Right - Traffic you meet first comes from the right
 - Left - Ensure nothing is on your side (overtaking)
 - Right - Final check

Assess

- Asses all other road users
 - Speed
 - Position
 - Direction
 - Signals
 - Priority

Decide

- Based on the above info
 - Is it safe to pull out
 - Is there time to pull out
- Could you cross the road as a pedestrian
 - Not enough info due to bad vision

Act

- Stop
 - **Peep & Creep**
 - When safe to do so
 - **No more than 25 cm at a time**
 - **Very slowly**
 - Continue to Look, Assess, Decide
 - Avoid SSSS
- Go
 - Move off safely without hesitation

Unmarked Junctions

- No one has priority
- Try to get eye contact
- Proceed with caution

MSPSL – APPROACHING

- Mirrors [Inside/Out]
 - Internal
 - Right
- Signal
- Move to Centre White Line
- Foot off gas
- Foot over Brake & Clutch
- **Be Ready to Slow Down**
- Gently Brake
- Clutch down to Floor
- Gently bring to a stop
- Gently ease off Brake at end
- Position 'Side Mirror just above road line'
- Look

POM

- Find the Biting Point
- Look – Right, Left, Right
- **PEEP & CREEP**
- May lean forward
- Little bit more gas &
- Clutch up by thickness of a £ coin (Tight Control)
- ← 2/3rd around Corner
 - Straighten Up
 - Centralise Wheel
 - Car parallel to curb
- → Move into far lane
 - Straighten Up
 - Centralise Wheel
 - Car parallel to curb
- Normal position
- Check Mirrors

Crossroads – MSPSL

Types

- Uncontrolled (**Open & Closed**) – ie **no** road markings, **no** lights etc
- Controlled (**Open & Closed**) – ie: **with road markings**, with traffic lights
- Yellow Box Junctions
- [include Roundabouts!]

Signs

Normal, Staggered

Approach

Mirrors, Signal, Position, Speed, Look (MSPSL)

Look, Assess (Including extra road), Decide, Act (LADA)

Positioning

- **Straight ahead or left** - Normal driving position or left lane – unless marked different
- **Right** - Left of centre line or right lane– unless marked different
- **Staggered Junctions** - Straight Ahead / Left of centre line or right lane– unless marked differently

Priority

- On major road - Same as Junctions
- Emerging from minor road
 - Give way to major road
 - **Assess opposite minor road**
 - No one has priority
 - Try to get eye contact
 - Proceed with caution

Turning

- **Nearside to nearside**
 - Only on staggered junctions – unless marked
 - Restricted vision
 - Ensure other vehicle is doing the same
- **Offside to offside**
 - Safest method

Box Junctions

- Must not enter if exit not clear
 - OK if oncoming traffic prevents turning
- Treat all junctions as box junctions

Unmarked Junctions

- No one has priority
- Try to get eye contact
- Proceed with caution

QAs

Past Experience

- Emerging from Junctions?
- MSM Routine?
- MSPSL Routine?

Roundabouts

Signs

- Advance warning
- Lanes

Approach

Mirrors, Signal, Position, Speed (MSPSL)

Look, Assess, Decide, Act (LADA)

Assess

- Priority - **Give way to right**
- Speed
- Position
- Signals

Decide

- Time to emerge - Could you cross the road as a pedestrian

Turning Left

- Position - **Normal driving position or left lane**
- Signal - **Signal left on approach**

Straight ahead

- Position
 - Normal driving position or left lane – unless marked different
 - Follow left hand lane round roundabout (Do Not Cut Across)
- Signal
 - NO signal on approach
 - Signal left just after passing last turning before exit

Turning Right

- Position
 - Left of centre line or right lane
 - Cross to centre of roundabout
 - Move towards outside just before exit
- Signal
 - Signal right on approach
 - Signal left just after passing last turning before exit

Planning & Anticipation

'Planning is what WILL happen'

MSPSL

- Plan Early
 - As soon as you can see hazard
 - Junctions/roundabouts etc....
 - Stopping (parking & traffic)
 - Meeting
- Look across junction/roundabout on approach
 - Don't wait until at 'give way / stop line'

Act on signs

- Junctions, bends, road narrows, bridges, etc....

Keep vehicle moving – if safe

- Smoother ride
- Less petrol

'Anticipation is what MIGHT happen'

Observation

- Read road like a book
 - Look long way ahead
 - Scan from side to side & getting closer
 - Check for ALL possibilities of ALL road users
 - Moving vehicles – stopping, turning
 - Parked cars – doors opening, pedestrians hidden
 - Shops/schools – pedestrians, kids
 - Houses – kids, dogs
 - Junctions – vehicles emerging, turning
 - Traffic lights – changing, pedestrians crossing
 - Pedes trian crossings – people crossing
 - Signs – schools, animals
 - Etc.....
- Check mirrors frequently
 - Every 10 Secs

Meeting – MSPSL

Passing stationary hazard with approaching vehicles

“Never start a manoeuvre if you cannot finish it”

Parked vehicle on one side

- Check mirrors
- Assess priority
- Plan early for position & speed

- Can maintain safety line - 1M from parked vehicle
 - Maintain speed
- Unable to maintain safety line – but enough room to get past
 - Slow down
 - **“Reduce the Gap – Reduce the Speed”**
 - More time to react to: Pedestrians, Car doors
- Not enough room to safely pass parked vehicle
 - Slow down (sometimes can speed up)
 - Adjust speed to avoid both vehicles meeting

Parked vehicles on both sides

- No one has priority
 - Adjust speed to avoid both vehicles meeting
 - Assess speed & position of other vehicle
 - Proceed with caution
- Can be advantageous to give way

“Less Room, Less Zoom”
“Less Space, Less Pace”

“Never start a manoeuvre if you cannot finish it”

Lesson:

- **MSPSL**
- **Anticipation**
 - Buses
 - Feet / Standing up
 - Cyclists
 - Driver in seat
- **Stationary Vehicles (A/B)**
- **Approaching Traffic (C/D)**
 - **Hold Back**
- **Priorities (E)**
- **Parked cars everywhere!**

Crossing Traffic (MSPSL) / TURN NEXT RIGHT →

(NB: p77 – Right Filters)

Mirrors

- Check centre & right mirror / Effective observation of all other road users

Signal

- Right indicator - To inform other road users
 - Correct timing / **10 x car lengths**
 - Too early - other road users will ignore
 - Too late - other road users won't have time to react

Position

- Just left of centre line

Speed

- Slow to suitable speed, or stop, using brakes
- Stop if necessary, oncoming traffic has priority
- **5 - 10 mph, blind or tight corner**
- **10 - 20 mph, open or shallow corner**
- Change to appropriate gear
 - **1st gear, if stopped**
 - **1st gear, blind or tight corner**
 - **2nd gear, open or shallow corner**
- Do not coast into or round corner
 - Not in full control
- **Mustn't release clutch in corner**
 - Stranded if in neutral
 - Stall if in wrong gear

Look (LADA)

- Check in new road
- Ensure it is safe to turn
- Check road ahead
- Asses all other road users
- Oncoming vehicles, priority
- **Time to cross - Time to walk across (LEFT to RIGHT)**

Point of Turn / Cutting Corners

- When front wheel level with centre line in new road
 - Too soon - will cross white line (**Oversteer**)
 - Too late - will hit kerb (**Understeer**)

Steer

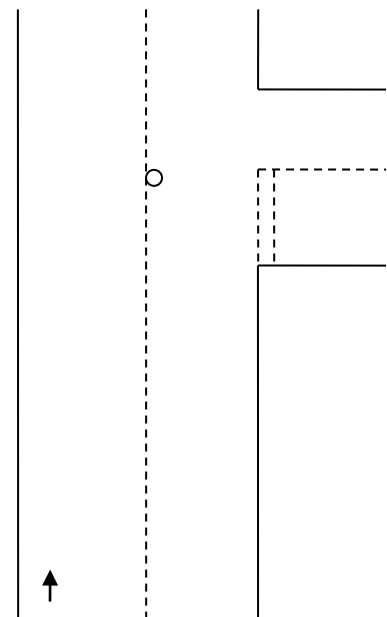
- Push pull
- Straighten up just before the turn is completed
- Feed wheel back

Check Mirrors

- New road, new mirrors / Accelerate / Change gear

Lesson Start:

- Minor vs Major Rd?
- Identify a Minor Rd?
- **MSM Routine?**
- **MSPSL Routine?**
- Road Signs
- Minor vs Major Rd?
- Identify a Minor Rd?



PROCEDURE:

MSPSL – Right Turn →

- Mirrors [Inside/Out]
 - Internal
 - Right
- Signal (10 x car lengths)
- **Move to Centre White Line**
- Foot off gas
- Foot over Brake & Clutch
- Be 'Ready to Slow Down'
- Gently Brake
- Clutch down to Floor
- **Gently bring to a stop**
- Gently ease off Brake at end
- Look

Overtaking – MSPSL

When/Where to overtake

- C - **C**onvenient
- L - **L**egal - Signs, road markings, only on right (exceptions)
- A - **A**ble to do it
- S - **S**afe to do it [Hills, bends, junctions, etc ...
- S - **S**een / Can you be seen
- **Necessary** - Exiting next junction, heavy traffic, same speed, etc.....

Distance taken to overtake

- 40 mph overtaking 30MPH - 200 Metres
- 60 mph overtaking 70 MPH - over ½ Mile

Mirrors

- Assess speed/distance of following traffic
 - Locate suitable “slot” to move into (dual carriageways)

Position

- Stay back at least 4 secs while waiting to overtake
 - Better vision
 - Time to accelerate to:-
 - same speed as outside lane
 - briskly overtake

Signal

- Always signal before overtaking moving vehicle
 - Don't signal when:-
 - another vehicle is just about to overtake
 - there is no “slot” to move into

Mirrors

- Final check

Blindspot

- Check over right shoulder

Manoeuvre

- Move out positively but gradually at 2 sec distance
- Accelerate to speed limit (if safe)

Clearance

- Centre of right lane (dual carriageways), or at least 1 metre

Return to left lane

- Always signal
- Single carriageway - ASAP / Do not cut into overtaken vehicle
- Dual carriageway
 - When you can see overtaken vehicle in CENTER mirror
 - Can stay out if line of slow traffic

Pedestrian Crossings – MSPSL

Types

- **Uncontrolled** - Zebra
- **Light Controlled**
- Pelican - **Flashing amber** – same as zebra crossing [Pelican: **P**edestrian **L**ight **C**ontrolled Crossing"]
- Puffin / Toucan / Pegasus (**Intelligent / Sensor**) - **Normal traffic light sequence** [Pedestrian **U**ser **F**riendly **I**ntelligent Crossing"]
- **School Controlled Crossing** (Lolly Pop Person)

Approach - Planning and Anticipation

- MSPSL
- Are there any pedestrians crossing or waiting to cross

At the Crossing - Where to stop

- Behind Giveaway / Stop line
- **Handbrake – Neutral / 1st in Queue**
- **Priority**
- Zebra - Must give way to pedestrians crossing or waiting to cross
- **Where NOT to stop**
- Do not block crossing even if no pedestrians
 - **Treat as box junction**
- **Courtesy**
- Invitation
 - **Do not invite people into danger / ie to cross**
 - May be other vehicles you have not seen
- Harassment
 - **Do not intimidate pedestrians**
 - Flash lights / Horn / Revving engine

Moving Off / When to go

- Only go when pedestrians have completely cleared crossing
- **If crossing has 'central refuge' can be treated as 2 separate crossing**

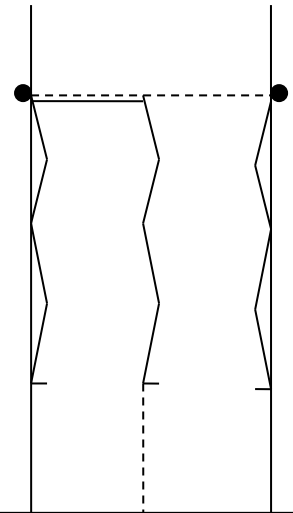
Zig Zag Lines

- No overtaking moving vehicles (except cyclists)
- No parking
- Pedestrians view obstructed

Other Crossings

- Centre island
- Lowered kerb
- Speed humps

Be aware of pedestrians & priority



Pedestrian Crossings (QAs)

- Types ?
- Differences ?

Approach (QAs)

- MSPSL
- Planning ?
- Signs ?
- Speed on Approach?

At the crossing (QAs)

- Priority?
 - Staggered
 - Straight
 - Central Refuge
- Where to stop?
- Road Markings?
- **Parking break / Apply?**

Moving Off (QAs)

- Priority?

Traffic Lights

Sequence [Red → Red & Amber → Green → Amber → Red]

- Red/Amber = Stop
- Amber = Stop if safe to do so
- Green = **Go IF SAFE**

Planning and Anticipation

- MSPSL
- If they've been green for a long time – could go red
- If they're red just slowing down may prevent having to stop

Stopping

- Behind single solid line
- Stop from gear you are in
 - Do not change down through gears
 - Handbrake, neutral

Advanced stop Line

- For Cyclists
- Stop at first line

When to go

- Only when green light
- Only when safe (Green light does not always mean safe to go)
- Turning right
 - Move forward to point of turn when lights go green (if safe)
 - Turn when safe, even if lights go red (You're passed the line)

Filter Light

- Assists when going in a specific direction
- Check it is safe to go
- Some come on after green light (often right turn)
- Some come on before green light (often left turn)
- Some are on permanently

If Lights Fail

- Treat as unmarked crossing
 - No priority

Signals – MSM

Types of Signals

- **Indicators**
- **Brake lights**
- **Reversing lights**
- **Hazard lights**
 - Only use in an emergency
- **Flashing Headlights**
 - Means “**I am here**”
 - If somebody flashes
 - Ensure any signal is meant for you
 - Check it is safe to go
 - Lights over speed humps
 - DO NOT flash instructions to other road users
 - DO NOT flash headlights aggressively
- **Horn**
 - Means “**I am here**”
 - Not between: 11.30pm & 7.00am
 - Not while stationary in a built up area

Signals (QAs)

- What types of Signals?
 - Why use them?
 - When?
 - Correct Timing?
 - **MSM?**
 - Use of the Horn?
 - Hazard Warning lights?
 - Signals from other car users? eg Flashing Headlights?

→ “OK – we’ll now move onto the use of arm signals.”

- **Arm signals** [Not Hand Signals]
 - To other road users
 - If indicators stop working
 - Helpful to pedestrians on crossing
 - To people controlling traffic

Why we use signals

- To inform other road users of our intentions

When we use signals

- If it will benefit other road users
- If it is not misleading
- **ALWAYS signal at junctions**

Timing of Signals

- Too early - other road users will ignore
- Too late - other road users won't have time to react
- Use earlier if going faster / 300 meter marker on motorway/dual carriageway

Misleading Signals

- Leaving signal on too long
- Leaving signal on before moving off
- Signalling too early when 2 side roads are close
- Signalling to overtake parked vehicles
- Flashing headlights

Turn In The Road - Tight Clutch Control / Reverse

“SLOW SPEED / BRISK STEERING / GOOD OBSERVATION - Priorities”

Where? - CLASS

- Convenient to others
- Legal
- Able to do it (eg ? Turning circle)
- Safe
- Seen – Can you be seen (eg: Bends, Parked Lorries)

Starting Point

- Position - Close to & parallel to kerb
- Signal - Left indicator – when stopping (if required)

Stage (1) - POM - Moving forward across Road

- P – Prepare
- O – Observe all round
- M – Move – slowly – old mans walking speed
 - Full lock ASAP (steer right) – not “dry” steering
 - **At centre line look up/down road**
 - 1 Metre from kerb – straighten up (steer left)
 - ¼ Metre from kerb
 - Stop – using reference points
 - Apply handbrake – due to camber

Stage (2) – POM – Moving back to other side

- P – Prepare – in reverse gear
- O – Observe all round – look over left shoulder
- M – Move – slowly – **old mans walking speed**
 - Full lock ASAP (steer left) – not “dry” steering
 - **At centre line look up/down road**
 - 1 Metre from kerb – straighten up (steer right)
 - look over right shoulder
 - ¼ Metre from kerb
 - Stop – using reference points
 - Apply handbrake – due to camber

Stage (3) – POM – Moving forward to far lane

- P – Prepare
- O – Observe all round
- M – Move – slowly – old mans walking speed
 - Full lock ASAP (steer right) – not “dry” steering
 - Straighten up (steer left)

PRIORITIES / Other Road Users

- Pedestrians/Cyclists Stop – allow to pass
- Vehicles Finish leg, stop – allow to pass

Slow Speed – Brisk Steering - Good Observation

‘Turn in the Road’

- Early in lesson plan because of ‘**tight clutch control**’.

Important Check

- Explain how to Reverse
- **Perform a reverse in the road**

Stage (1) – Moving Forward

- Pick where to aim for
- Move slowly forward & as you do it ...
- ...**spin the wheel** to the Right
- Spin the wheel to the Lft to set yourself up for the next stage.
- Gently brake
- Clutch Down
- Stop

Stage (2) - Reversing

- Now we’re going to get back to the other side of the road
- **Re-position yourself in your seat for reversing.**
- Pick point in back shelf
- Observe all round
- **Left Blindspot then**
- **Right Blindspot**
- Move slowly backwards
- Squeeze the brake
- Gentle stop
- **Then STAGE (3)**

Stage (3) – Moving Forward

- Clutch down to the floor
- Select 1st gear (Check!)
- Find the **Biting Point**
- **Observe 8 x points**
- Release parking brake
- Little bit more gas &
- Clutch up by thickness of a £ coin (very slowly)

Left Reverse

“Slow Speed – Good Observation / Priorities”

Where? - CLASS

- Convenient – Look Down Road
- Legal
- Able to do it
- Safe
- Seen – Can you be seen

Look into Junction

- Check if it is safe
- Assess sharpness of corner

Starting Point

- **Position** - ½ Metre away & parallel to kerb
- **Signal** - Left indicator – when stopping (if required) AFTER junction
- **Mirror** - Adjust left door mirror (if required)
 - BUT, PUT IT BACK at the end!!

Manoeuvre

- **P** – Prepare – in reverse gear
- **O** – Observe all round – look over left shoulder
- **M** – Move – slowly – old mans walking speed
- **Point of turn**
 - When rear wheel level with first curved kerbstone
 - **Observe curb disappearing in left rear window**
 - Observe – up/down road – front of car will swing out
 - Steer to left
 - ¾ Turn (+ bit) of steering wheel left
 - Glance (only a glance) in left door mirror
 - Maintain same ‘wheel to kerb’ distance
 - **Turn steering wheel as required.**
 - Observations throughout
 - As kerbstones straighten up, steer right

Finishing point

- Reverse straight for 2 car lengths
- ½ Metre away & parallel to kerb (same as start point)
- Wheels and steering wheel straight
- RE-ADJUST DOOR MIRROR (if moved)

Other Road Users

- Stop – allow to pass
- If vehicle pulls up behind you
 - Move forward (unless long way back and obviously waiting)
 - Other vehicles have priority

Slow Speed – Good Observation

(QAs)

- Why – Left Reverse?
- When is it safe to do it?
- Minor → Major ?

[Note: Do not park less than **10 metres from a junction**]

Procedure

- Look down Road
- ¾ Turn (+ bit) of steering wheel left
- Glance (only a glance) in left door mirror
- Maintain same ‘wheel to kerb’ distance
- **Turn steering wheel as required.**
- Observations throughout
- As kerbstones straighten up, steer right

Parallel Park

Where? - CLASS

- Convenient
- Legal
- Able to do it
- Safe
- Seen – Can you be seen

Starting Point

- Position
 - ½ car length past
 - Parallel to parked vehicle
- Signal
 - Left indicator – when stopping (if required)
 - Reverse lights – ASAP

(1) Moving Back

- P – Prepare in reverse gear
- O – Observe all round – look over left shoulder
- M – Move – slowly – ‘old mans walking speed’

(2) When Level with Back of Parked Car

- Observe up & down road – front will swing out
- **Then Move Slowly & 1 full turn to the left**

(3) When Car at 45°

- **1 full turn to the right** – to straighten wheels

(4) When Door Handle level with curb

- **2 full turns to the right** – to swing front into kerb

(5) When car parallel with curb

- **2 full turns to the left** – to straighten wheels

Finishing Position

- 10-20 cm from kerb & parallel
- **Within 2 car lengths**
- Handbrake, neutral

Other Road Users (including pedestrians)

- Stop – allow to pass
- Move on if another vehicle too close behind

General Comment / QAs

- Only legal manoeuvre that you're allowed to bring traffic to a stop.
- Initial Approach – MSPSL
 - ie pulling up
- CLASS
- Priorities – eg Following car
- Aim to park within 1½ to 2 cars space

Forward Parking - Disadvantages

- Poor Manoeuvrability
- Danger of clipping other cars
- Poor visibility reversing out

Important Tip at Start

- Prepare Left Mirror

Procedure

[Initial Approach – MSPSL]

“Slow Speed / Good Observation”

Pull Up Alongside Parked Car

- Immediately prepare car
- Select **Reverse Gear**

• Move level with back of parked car

- **STOP**
- **Observe** - Right to Left

• Move off slowly again &

- **Spin wheel 1 x Left**

• When Car at 45 degrees

- **Spin wheel 1 x Right**

• When Door Handle with Curb in mirror ...

- **Spin wheel 2 x Right**

• When Parallel with Curb

- **Spin Wheel 2 x Left**

Stopping Distances

MPH (a) Start here	Factor (b)	Thinking Distance (Feet) (c) = same as (a)	Breaking Speed (d)	Overall Breaking Distance (Feet) (e) = a x b
20	2	20	= e - c	40
30	2.5	30		75
40	3	40		100
50	3.5	50		120
60	4	60		175

Total Stopping Distances

30 mph – 6 cars
 40 mph – 9 cars
 50 mph – 13 cars
70 mph – 24 cars