

# ADA MEMBERS NEWS

Issue No: 174 - June 2021



















#### **Contents:**

- From the Chair... a monthly report the latest from Lynne and ADINJC
- **6** Association Meeting by Zoom details from June 5th
- **9** Latest .GOV all the latest lockdown information
- **12** Latest news from DVSA all the latest updates
- **17** Road Safety Information Traffic Safety Roads latest edition
- **18** Latest from DfT Calling All Driving Instructors!
- **20** E-scooter safety hazards a great article from Cheryl Crossley
- **21** Latest news from II teaming up with AcciDON'T
- **22** ADI Adrian Adrian's views on various motoring issues
- **26** Coaches' Corner TEDx talk from Andy Puddicombe
- **28** Always on my mind 8 ways to make you feel better
- Members' Corner A chance to have your say!

#### **Members News:**

Editor: Parv Walling - parv@parv.co.uk
Design and layout: Ideas4ADIs Ltd

Views expressed in this newsletter are those of the individual authors and do not necessarily reflect those of ADINJC. Although we do not endorse any of the products or services promoted in the monthly newsletter, we do take care to ensure that products in the field of health and/or safety, have independent validation of the company's claims for its product(s) to ensure representation of sound and honest propositions to our members.

## Your ADINJC Governing Committee for 2021



PRESIDENT Neil Peek - Suffolk president@adinjc.org.uk



VICE-PRESIDENT John Ashton - Essex john.fairway@btinternet.com



VICE-PRESIDENT Nick Ibbott - London nick.ibbott6@hotmail.co.uk



#### **EXECUTIVE OFFICERS**

CHAIRMAN Lynne Barrie - Staffordshire chairman@adinjc.org.uk



DEPUTY CHAIRMAN Matt Stone - Northampton depchair@adinjc.org.uk



DEPUTY CHAIRMAN Charles Moffat - Northampton charles@drivecharles.com



GENERAL SECRETARY Sue Duncan - Plymouth secretary@adinjc.org.uk



TREASURER
Peter Boxshall - Essex
boxshallpeter@hotmail.com



DEPUTY TREASURER Chris Porter - Bedfordshire admin@adinjc.org.uk



GROUP MEMBERSHIP SECRETARY James Quinn - Birmingham membership@adinjc.org.uk



HEAD OF TRAINING
Andrew Love - Kettering
love2drive@hotmail.co.uk



#### **COMMITTEE MEMBERS**

Leigh Brookes Worcester leighbrookes@outlook.com



CHARITY LIAISON OFFICER Tina Cassady - Nottingham fabdriving@gmail.com



Fiona Clarke Northampton fiona@drivingwith.co.uk



Dan Hill Hampshire daniel.hill@mydrivetime.co.uk



Stewart Lochrie Scottish Ambassador admin@caledonianldt.com



George Simpson Northampton driving@weekendwheels.net



Richard Spiers Welsh Ambassador richspiers@icloud.com



Parv Walling - Newsletter Editor Watford parv@parv.co.uk



Follow us...







## From the Chair.... a monthly report



#### Changes are coming to membership at ADINJC:

The NJC is not far away from its 50th year of being in existence and that's thanks to you all as members supporting us and also the hard work over the years of many committee members who have run the association as volunteers. It has undergone many changes in that time and certainly since I've been in the chair. So why have we needed to make changes to NJC in that time? It's quite simple, without changes the NJC cannot move forward, be fair to everyone or sustain itself for years to come. So there will be some changes coming in July for individual members and then in January 2022 for group members. This is so we can streamline, digitalise and update our membership systems to cope with the large increase in numbers over the last few years. In the next weeks and months we will be sending out new information about the changes and I have decided to use my report to explain some which are due in July. We will also run some webinars so we can explain the changes to everyone.

During the critical times of the Covid crisis we were sharing our help and benefits with any ADI/PDI who asked for our help but we cannot continue to do this and neither would it be fair to our paid members to do that any longer. We will only be able to help our members, so to guarantee that you will receive our help you will need to be a member.

#### There will be 2 new levels of individual membership for ADIs and PDIs from July 1st:

A free LITE MEMBERSHIP where members can sign in to receive our newsflashes and monthly newsletter and a PREMIUM MEMBERSHIP which will cost £4 a month and where members will then also receive all our other benefits as well. These include:

- Expert advice and information available from our Helpline: 0800 8202 444
- Help from our talk line and business lines
- Unlimited ADI/PDI advice and support
- Help with items concerning the DVSA, your clients or the public
- Specialist DVSA investigations and tribunal support, initial free call and our support, then charges may apply
- Use of our NJC logos on all media
- A network of instructors who can relocate pupils for training across the country
- ADINJC is democratic, as a member you could join our committee and make a difference
- Direct Tier 1 representation with the DVSA
- Discounts on selected ADINJC training courses
- Special discounts and packages from our sponsors for training aids and services
- Terms and conditions to use in your driving school
- Access to all areas of our website providing information, resources and latest news
- You will be able to purchase PI/PL insurance from our NJC online shop

The 2 levels mentioned above will start from 1st July 2021. How will we transition our current individual members?

- Current individual members, regardless of their level of membership, will move to the single Premium Membership by registering on our new website any time from 1st July 2021
- All members will receive a discount of 50% for the first 6 months of their membership upon registering on the new website
- Each member will receive an email with step by step instructions on how to register for Premium Membership on the new website

#### Our PI/PL insurance:

From this month our PI/PL insurance is £30 and as has always been the case you need to be an NJC member to receive it. Premium members will be able to purchase the insurance through our shop from July 1st on our new website. If you already have PI & PL insurance through the **ADINJC** then you will continue to be covered until the end of your current policy. You will then be able to renew as normal if you are a Premium Member.

#### Changes to our group membership from January 2022:

2022 may be a long way off but we want to give you and your groups plenty of time to consider the changes we are introducing. From that date all group members irrespective of the size of the group will pay £120 a year to join the NJC.

We are not moving away from having member groups on board, we very much want to help and support our groups. However we can no longer sustain having all members of a group receiving all the benefits of membership for free, the workload and time taken is too much for the volunteer staff on the committee who run the NJC. For this reason from next year it is the group who will join us and the benefits the group will receive are below:

- Groups will be given a code so their members receive a 50% discount on Premium membership making it half price (£2 a month)
- Groups will receive a commission for each of their members signing up for Premium Membership
- Members of groups can request specialist DVSA investigations and tribunal support. (Initial free call and then charges may apply)
- Groups will receive a support package to help run the group, including a "How To Guide"
- Groups may use ADINJC logos on all media with brand use guidelines
- Groups will have one vote at the AGM and association meetings
- Groups will receive a useful list of potential speakers
- Groups can request zoom meetings with our committee members
- Groups will receive 2 free tickets to each association meeting
- Groups are able to request the  $\mbox{\bf ADINJC}$  to make representations to DVSA on their behalf
- Members of groups are able to apply to become an ADINJC committee member

How will the transition take place? All Silver, Gold and Platinum group members will receive a discount of their first 6 months free upon registering for Premium Membership on the new website. All members of member groups will receive an ongoing discount of 50% on Premium Membership following the initial 6 months free period. The group changes will not take place until January 2022.

## From the Chair.... a monthly report



#### The II & ADINJC Conference & Expo 2021:

We are truly excited as the prospect of the expo being able to take place becomes possible and so we are busy with more planning. It will most likely be the first time we will be able to meet you face to face and I'm sure there will be a real buzz around the whole event. So save the date on Sunday October 10th as we now have over 35 exhibitors booked, training sessions and speakers planned and a full day where you can attend for free. It's an opportunity to see what's new on the market to help your business flourish and to meet up with colleagues and industry experts. Visitors can also attend a wide range of seminars which will run in dedicated rooms throughout the day. Key topics include business growth, coaching, lesson planning, marketing, standards checks, training and teaching aids. We want to ensure people have fun that day and meet up with colleagues and friends. So, if you are new to the industry, perhaps considering becoming a driving instructor, are an independent instructor or even part of a franchise save the date and sign up to attend. You can do that from our website <a href="https://www.adinjc.org.uk">www.adinjc.org.uk</a> under 'conference'.

#### Finally:

Talking to ADIs and PDIs whilst I am out working with them and helping with their training I am concerned at the amount of hours some of you appear to be working. It is hard because we are getting so many requests for lessons and we want to do our best for our clients but working from 8.30am until beyond 9.00pm is a long working day. Please do take plenty of breaks and try to get a balance with your work and home life. Otherwise it is all too easy to "burn out" and become unfit and unwell. Take care out there and take care of yourselves!

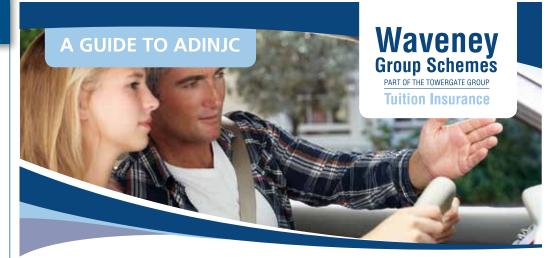
Best wishes and stay safe,

Lynne

Lynne Barrie - Chair

The ADINJC is a national association run by ADIs on a not-for-profit basis. We work tirelessly to inform, represent and support our members, and to promote the interests of our profession.





## **Public Liability Driving Tuition**

Why is Public Liability cover so important?

Because we all make mistakes in life, including in our business operations as a driving instructor. Quite simply, if a member of the public (or any other third party) is injured or suffers damage to their property, arising out of the conduct of your business as a driving instructor, you could be held responsible.

The ADINJC Public Liability insurance, is designed to provide protection from claims against you by third parties who may have suffered personal injury or damage to their property, during contact with your driving school. Most motor policies provide you with a compulsory £20 Million Public Liability cover for accidents and injuries that occur as a consequence of having an accident. The ADINJC believes it's important to ensure you also have sufficient cover away from the vehicle, and have therefore arranged for its paid up members to benefit from £10 Million Public Liability cover away from the vehicle. The policy also has a low policy excess of just £500 for each and every claim. The ADINJC policy provides £10 Million cover for each and every claim during the life of the policy.

A range of claims can arise. These can extend from accidents at your own business premises, to incidents that occur whilst providing advice or tuition whilst working away from your vehicle.

Increasingly, it is a requirement of many customers, principals, and clients (particularly local authorities and government agencies), that you be asked to present proof of Public Liability insurance before they will work with you, or allow you to work on their property or premises.

Compensation arising from Public Liability claims can be substantial, and may include loss of earnings, future loss of earnings and damages awarded to the claimant. In addition, considerable legal costs in defending the claim can be incurred, and the claimants' legal costs may also be awarded against you if you are found to be at fault. All would be covered under a comprehensive Public Liability policy

Claims for trips, slips and falls are the most common, but there are other events that can lead to a claim against you. The following are examples of potential claims that can give rise to public liability claims against your driving school:

- you open your door for a pupil who you inadvertently trip over, causing an injury;
- you spill a hot drink in a classroom and a pupil slips over on this, causing an injury;
- a pupil falls over some cones you have positioned to practice parking, causing an injury;
- you knock over a valuable antique whilst waiting for a pupil at their home;



# **Driving tuition insurance that ticks all the boxes**



## Cover available for:

- ADIs/PDIs aged 21+
- Off road tuition for pupil drivers
- Guaranteed or Protected bonus
- Comprehensive corporate driver training

## **Specialist policies for:**

- Fleets of driving school vehicles (5 or more vehicles required)
- Fleets of dual controlled vehicles leased out to driving instructors
- DSA Part 2, Part 3, ADI check test cover
- UK/EU breakdown and recovery cover
- Unlimited use of a dual controlled car following a claim (please contact us for full terms and conditions)



We now provide driving tuition insurance for motorcycles, coaches, minibus and LCV

## Waveney Insurance Brokers - 08457 928272

Schemes Suite, Seymour House, 30-34 Muspole Street, Norwich, NR3 1DJ

## **Latest from NASP**



You should all be receiving the latest **ADINJC** and NASP newsflashes from our very own beyond superhuman Secretary/Caped Crusader Sue! To ensure you're keeping up with all the latest developments, please visit *www.n-a-s-p.co.uk* the online home of the steering group for national approved driving instructor associations. This is where you'll find the latest NASP guidelines, DVSA Standard Operating Procedure, Q and A with DVSA and much more. Peter Harvey, National Chairman MSA GB is currently in the NASP chair. Lynne will take over from Peter on July 1st for 6 months. The next NASP meeting is scheduled on 16th June 2021 and the report will be distributed and available via the NASP website.

## Association Meeting by Zoom - 5th June

It was lovely to see those of you who were able to attend the recent Association meeting by Zoom. We do realise that everyone is very busy currently so it was nice that so many were able to attend and if you weren't there, we missed you! You can still catch up with the interesting presentation slides from Charles Moffat, Deputy Chair entitled 'Dealing with Customer Complaints' and John Rogers, Chair of Disability Driving Instructors Group with an update accommodating candidates with Special Needs. You can also read the minutes linked below. These include the slides about the membership structure we are introducing for individual members from July 1st and for group members from January 2022. We will of course be sending more information on those changes in the coming weeks. There are also lots of useful links including further useful documents from John all within these minutes.

https://www.adinjc.org.uk/wp-content/uploads/2021/06/Association-Meeting-5-June-2021.pdf

Our Secretary Sue also sent the following message to our groups:

#### Dear group representative.

Please find attached the minutes of Saturday's Association Meeting, thanks to all those who managed to attend. One of the main items was a discussion about our new membership structure, and the minutes reflect the points raised by those present. We have found that with an increasing membership the current structure is unwieldy and time consuming, so we need to simplify it and move to a totally digital database. For individual members this will start on 1 July, for groups 1 January 2022. For anyone not present, the slides that were used to present the new structure can be found at the end of the minutes.

To support our groups, and to ensure that you fully understand the implications, we are proposing a series of webinars so that we can explain and answer all your questions. We will be in touch shortly to arrange the first of these.



#### C-19 Toolbox



You can enter our toolbox via our homepage https://www.adinjc.org.uk

In the C-19 toolbox, you will find a comprehensive collection of documents to help you. These can be used as they are, or as guides. They can be changed to your logo, business name, and to suit your needs. These are the items currently in the toolbox:

- Useful Tool Box Links Including financial, PPE, online hygiene courses
- Risk Assessments 7 Control Measures
- Risk Assessment Powerpoint presentation (can be used for group presentations)
- Full Risk Assessment Steve Howe ADI
- Covid 19 risk assessment presentation, pdf format
- Terms & Conditions during Covid 19
- NASP Guidelines
- Risk Assessments why and when?
- Wording to clients whilst we can't work
- Business beyond lockdown Dan Hill, MyDriveTime
- Returning to Work after Covid 19 greeting your client
- Returning to Work after Covid 19 preparing your car
- Ideas for CPD during business downtime
- Client Risk Assessment Guidance Notes (Audrey Russell, Aberdeen Driving Schools Association)
- Client Risk Assessment (Audrey Russell, Aberdeen Driving Schools Association)
- Latest SEN Theory Test factsheets including from John Rogers at DDI updated 8.4.21
- Latest pregnancy and driving factsheet including Risk Assessment form from David Lockett ADI and Clinical Nurse Specialised/Clinical Consultant

If you have any queries please e-mail Andrew Love, Head of Training: training@adinjc.org.uk Indeed, several people have written in to say that they have found the toolbox useful, so please do feel free to make use of it. We are adding to it all the time and it's been put together by Lin Western, our previous Head of Training along with help from Steve Howe, Derek Young, Audrey Russell and Colin Edwards. Please be aware it's not just for members, it's on the front page of the website for everyone to use!

#### Additional tool for the toolbox!

Our thanks again to Colin Edwards who has designed a website app that students will be asked to log into, read, sign and submit. Colin has kindly said that ADIs can use the system if they wish. To have a look at it, use the following details:

Website: https://onedrivingsolution.uk/

Username: *lessons*Password: *onedriving* 

Colin says you can copy it onto your own website, but if you have problems with this he can help, or can create a page on the system just for you individually. If you would like to make use of it, then Colin requests donations be made to the Stroke Association in the name of **ADINJC**. You can make a donation at <a href="https://www.justgiving.com/fundraising/adinjc">https://www.justgiving.com/fundraising/adinjc</a>

#### Please remember the fund to help ADIs and PDIs!

The inspirational fund to help ADIs and PDIs facing financial hardship is still very much open both for donations and grant applications. If you or someone you know is struggling, please pass on the website information <a href="https://www.gofundme.com/f/helping-adi039s-and-pdi039s?utm\_medium=copy\_link&utm\_source=customer&utm\_campaign=p\_lico+share-sheet">https://www.gofundme.com/f/helping-adi039s-and-pdi039s?utm\_medium=copy\_link&utm\_source=customer&utm\_campaign=p\_lico+share-sheet</a>

Nobody should be worrying about money or struggling alone at times like these. There is a small amount of funding readily available to help people in need so if you would like to apply for a small grant of £100-£500, then please email <code>support@instructorfund.org</code> for details and the application form. Please note that grants are available for personal expenses, not business costs. Please do continue to show your support for this fund, all donations are much appreciated so that as many people as possible can be helped through this difficult time. Visit the website here <a href="https://instructorfund.org">https://instructorfund.org</a>

The fund can also be accessed via our homepage www.adinjc.org.uk

#### Latest news from ADINJC

In addition to the current newsflashes Sue sends out for us, you can find these updates via 'latest news' on our website:

#### https://www.adinjc.org.uk/blog/

Whilst our newsflashes are normally a benefit of membership of the **ADINJC**, during these particularly tough times, we want to share information as widely as possible, so please feel free to pass them on. We are stronger together. The NJC continues to be dedicated to help you and we hope you and your loved ones stay safe and healthy. Please feel free to contact us for help and support.

#### We're always here for you

#### Reach out to us on the following telephone numbers:

Peter our friendly treasurer can be reached on our usual **ADINJC** helpline - he loves to hear from you on all things membership/advice so please don't be a stranger where he's concerned!

Peter our treasurer at the ADINJC helpline 0800 8202 444

Sue our Secretary's number is 07855 453414

HMRC Helpline: 0800 0159 559

Citizens Advice Bureau - https://www.citizensadvice.org.uk/health/coronavirus-what-it-means-for-you/

Samaritans helpline - call free on 116 123

#### Apologies to you all

We had some problems with ADINJC email addresses over the Bank Holiday weekend which meant we weren't able to fully access them. The problem has since been fixed but we do apologise and would reiterate in these circumstances, to call us instead with any urgent queries please.

## ADINJC Talk Line



As we've all made the much anticipated return to work, whatever happens as we continue to make our way through this, please don't struggle on your own. If you do find yourself worrying or being in isolation for example, we have lovely volunteers to talk to at the NJC talk line. Please do feel free to get straight in touch with us and we will put you in contact with these wonderful people who have offered to be available in case anyone needs them. As you'd expect, all calls will be treated in the strictest of confidence.

Can't emphasise the talk line enough, it's there for you as are we.

#### **ADINJC Business Support Line**

Our Business Support Line is still very much open to anyone who feels they need help. If you're an ADI, PDI, franchisee or independent instructor and need some business ears to really listen to you, please do not hesitate to call either Matt Stone our Deputy Chair or Stewart Lochrie, our Ambassador for Scotland as detailed below:

Matt Stone, Deputy Chair - 07900 225502 Stewart Lochrie, Ambassador for Scotland - 07791 559318

## Calling all ADIs in Norfolk



Funded places to receive free Honest Truth memberships have been secured for 25 ADIs working in Norfolk

To apply please email *info@thehonesttruth.co.uk* stating the following details and we will respond right away to acknowledge receipt.

- Your name
- Your ADI number
- Your postcode
- Your contact number/email
- Approximate number of students you teach per year
- Whether you currently deliver any additional road safety messages during lessons

Thank you for your interest in the Honest Truth. You can find out more about what it means to be an Honest Truth Partner and the resources they receive by visiting the Honest Truth website.



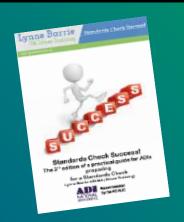
## Lynne Barrie, MA Driver Training

A detailed book with all the information you need to help with your Standards Check

# Standards Check Success!

"After reading your book I have an A with 50 out of 51! It helped calm me down, is very easy reading and reassuring. I almost feel like I know you now!" Sheila Holmes ADI

Additional insert with latest requirements during COVID-19



£48

Includes postage

140 pages, spiral bound

lynne@lynnebarrie.co.uk 01543 256578

www.d-ss.co.uk 0121 328 6226

ALSO AVAILABLE: COME TO COACHING

## Latest .GOV - England



FRESH AIR

## Coronavirus restrictions remain in place across the country, including for people who have been vaccinated. In England:

- You can meet indoors in a group of up to 6 people or a group of any size from 2 households
- You can meet outside in a group of up to 30 people
- Work from home if you can and travel safely
- If you have symptoms get a test and stay at home
- Step 4 which was due to take place on and not before 21 June could be delayed, depending on the latest data on the Delta variant.

#### The Delta variant is spreading fastest in:

- Bedford Borough Council
- Blackburn with Darwen Borough Council
- Greater Manchester Combined Authority (Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford, Wigan)
- Kirklees Council
- Lancashire County Council (Burnley, Chorley, Fylde, Hyndburn, Lancaster, Pendle, Preston, Ribble Valley, Rossendale, South Ribble, West Lancashire, Wyre)
- Leicester City Council
- · London Borough of Hounslow
- North Tyneside Council

The Delta variant spreads more easily from person to person. To help stop the spread, you should take particular caution when meeting anyone outside your household or support bubble. In the areas listed, wherever possible, you should try to:

- Meet outside rather than inside where possible
- Try to keep 2 metres apart from people that you don't live with (unless you have formed a support bubble with them), this includes friends and family you don't live with
- Minimise travel in and out of affected areas
- Get tested twice a week for free and isolate if you are positive
- Continue to work from home if you can
- Get vaccinated when you are offered it, and encourage others to do so as well

You should get tested for COVID-19, this includes:

- Arrange to have a PCR test Click here
- Participating in surge testing in your local area Click here
- Get regular rapid tests if you do not have symptoms of coronavirus (COVID-19)
- Arranging a testing or managed quarantine package if you plan to travel to red or amber list countries. Click for further details.

You should self-isolate immediately if you have symptoms or a positive test result for COVID-19.

There is financial support if you're off work because of coronavirus.

#### (COVID-19) Coronavirus restrictions

What you can and cannot do whilst Coronavirus restrictions remain in place: Click here

#### (COVID-19): Getting tested

*Guidance on coronavirus testing,* including who is eligible for a test and how to get tested.

Get a free PCR test to check if you have coronavirus (COVID-19)

https://www.gov.uk/get-coronavirus-test

*Sign up to get e-mail alerts* about everything published on GOV.UK about Coronavirus (Covid-19) Work and financial support *click here* 

Sign up to get e-mail alerts on everything published about driving and motorcycle tests on GOV.UK

### Latest .GOV - Wales

#### Recent and upcoming changes - from 7 June

#### What you must do

- follow social distancing rules with people you do not live with or who are not in your exclusive extended household
- wear a face covering (if you are able to) in all indoor public places
- only form an extended household with no more than 2 other households and they should stay the same
- not meet with anyone other than your extended household indoors
- not meet with more than 5 other people in indoor regulated settings, such as cafes, restaurants
  and pubs (unless you are meeting with only people you live with or as part of a regulated gathering,
  which is a maximum of 30 people)
- meet no more than 29 other people outdoors including in private gardens, public spaces and regulated premises such as cafes, restaurants and pubs
- work from home if you can
- minimise travel to areas of high prevalence.

#### Extended households can be formed between 3 households

Regulated events allowed outdoors with up to 10,000 people seated or up to 4,000 people standing (subject to risk assessment)

Self-isolate and get a test if you or anyone in your household has symptoms.

https://gov.wales/check-your-symptoms-see-if-you-need-coronavirus-medical-help

https://gov.wales/getting-tested-coronavirus-covid-19

Read the restrictions during our move from alert level 2 to alert level 1

What you must do - click here

What can open and take place - click here

#### Latest .GOV - Wales



What must remain closed - click here

Business closures - click here

FAQs - click here

Summary - click here

https://gov.wales/coronavirus-social-distancing-guidance

https://gov.wales

https://gov.wales/unlocking-our-society-and-economy-wales-roadmap-published

https://gov.wales/publications

https://phw.nhs.wales

https://gov.wales/coronavirus

https://gov.wales/coronavirus-travel

#### More information

You can find out what financial support is available to you on GOV.UK. and check for the latest about:

- theory tests
- driving tests
- instructor guidance

Political and Business news links:

https://www.bbc.co.uk/news/wales/wales\_politics

https://www.bbc.co.uk/news/topics/c52ew8q50z2t/wales-business

Richard Spiers - our Welsh Ambassador

Please feel free to contact Richard directly on 07908 768722 or richspiers@icloud.com

#### Latest .GOV - Scotland

#### 'Stopping the spread starts with all of us'

#### You should:

- wear a face covering
- avoid crowded places
- clean hands and surfaces regularly
- stay 2m away from other people
- self-isolate and get tested if you have COVID-19 symptoms (new continuous cough, fever or loss
  of, or change in, sense of smell or taste)
- download the Protect Scotland contact tracing app https://protect.scot

# GET TO KNOW THE COVID PROTECTION LEVELS











Scotland follows a COVID-19 levels system (0-4) Each level has a different set of rules on what you can and cannot do *Check the rules for your area* 

https://www.gov.scot/publications/local-authority-maps-of-scotland/

Postcode checker for COVID restrictions by protection level in areas of Scotland

https://www.gov.scot/check-local-covid-level/

Guidance

https://www.gov.scot/collections/coronavirus-covid-19-guidance/

Daily data for Scotland

https://www.gov.scot/publications/coronavirus-covid-19-daily-data-for-scotland/

Travel and Transport

https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-travel-and-transport/

More information

Latest COVID-19 funding allocations - Click here

You can find what financial support is available on https://www.mygov.scot/browse/benefits

NHS Scotland Test and Protect App https://protect.scot

'Stay safe, protect others, save lives'

https://www.gov.scot/coronavirus-covid-19/

https://www.gov.scot/publications/coronavirus-covid-19-local-measures/

https://www.gov.uk/guidance/coronavirus-covid-19-driving-tests-and-theory-tests

https://www.gov.scot/publications/coronavirus-covid-19-framework-decision-making-scotlands-route-map-through-out-crisis/

https://publichealthscotland.scot

https://www.gov.scot/publications/coronavirus-covid-19-phase-3-staying-safe-and-protecting-others/

Political and business news links:

https://www.bbc.co.uk/news/scotland/scotland\_politics https://www.bbc.co.uk/news/scotland/scotland\_business

Stewart Lochrie - our Ambassador for Scotland

Please feel free to contact Stewart directly on 07791 559318 or admin@caledonianIdt.com









Coronavirus (COVID-19) regulations guidance: what the restrictions mean for you

Although many coronavirus restrictions have eased, some regulations remain in place to help stop the spread of COVID-19. Continue to protect yourself and others by following public health advice and find out the rules on what you can and cannot do below.

#### Regulations

The regulations are available on the Department of Health website:

The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021

The regulations will be reviewed on or before 8 July 2021 and it is worth noting that the public health situation remains fragile, with the Delta variant being a cause for significant concern.

#### Make safer choices

Over recent weeks, COVID-19 restrictions have been eased to allow businesses to re-open and increased social interaction. Now that you can meet more people and go more places, the choices you make will be important in ensuring that the virus doesn't begin to spread again. By making safer choices and following public health advice, you can all help lower the spread of COVID-19 in the community.

#### Do your part to keep yourself and others healthy:

- book a test and self-isolate for 10 days if you have COVID-19 symptoms
- self-isolate if you have been identified as a close contact
- wash your hands
- wear a face-covering
- keep your distance from others
- limit your contacts
- avoid large gatherings and busy places
- spend time outdoors rather than indoors
- don't travel to or from places with higher COVID-19 infection rates

*Click for more information* on households, bubbles and indicative dates for meeting up/overnight stays, indoor and outdoor gatherings, travel and more:

Latest information on driver theory and practical testing:

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-and-motoring

Get the StopCOVID NI contact tracing app

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-stopcovid-ni-proximity-app

Book a test

https://www.nidirect.gov.uk/forms/should-i-get-tested-coronavirus-covid-19

Face coverings - 'wear one for everyone'

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-face-coverings

Testing and contact tracing - 'Test, trace, protect'

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-testing-and-contact-tracing

https://www.nidirect.gov.uk

https://www.publichealth.hscni.net

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-overview-and-advice

Political and business news links

https://www.bbc.co.uk/news/northern ireland/northern ireland politics

https://www.bbc.co.uk/news/northern\_ireland





You'll find the latest updates regarding DVSA via www.n-a-s-p.co.uk
There is also a 'latest' section from NASP in this newsletter.

#### **Emergency Alerts System**

We have been given news of a new Emergency Alerts System which we are being asked to share with family, friends, pupils etc. to make them aware of the initiative. Please find *here* the slide set for the new Emergency Alerts System. There is a section for road users in these slides.

Included in the presentation is an overview of the Emergency Alerts system being introduced along with information pertaining to the two tests planned for East Suffolk and Reading.

The presentation also introduces the campaign assets which have been developed to drive awareness of the East Suffolk test on 25 May. Likewise looking ahead to Reading and the nationwide test.

As you will see the assets available include:

- Social assets and supporting copy (animated and still)
- Digital screen artwork
- Digital banners (MPU, leaderboard, skyscraper, email signature)
- Long/short copy
- Key messages
- · Briefing sheet
- A4 posters (digital and easy print TBC)

The document contains individual download links for each asset, or alternatively you can download the full suite *here*.

#### What Emergency Alerts are

Emergency Alerts are messages sent to mobile phones within an area of risk. They don't need your location or phone number. The service will be used to warn you about life-threatening emergencies such as severe flooding or terror attacks. Only the government and the emergency services can send them. All compatible mobile phones will be able to receive them. If you don't have a mobile, you'll still be kept informed through other channels.

#### If your pupil has a practical or theory test during this time

If your pupil has a test within the area on Tuesday 25 May between 1pm and 2pm, they will receive this Emergency Alert. It will make a loud siren-like sound and show a message on their phone screen. So that this does not distract them during their test, we'd encourage your pupil's to turn their phone on to 'do not disturb' before their test begins. We'll also be emailing candidates to make them aware.

#### If you are teaching a lesson during this time

You **MUST NOT** hold a mobile phone while driving or riding a motorcycle. You should not read or otherwise respond to an Emergency Alert whilst driving or riding a motorcycle, or while supervising

a learner driver or rider. The alert will appear on your device for 20 seconds and you will hear a loud siren-like sound for up to 10 seconds. You'll need to find somewhere safe and legal to stop before reading the message.

To learn more about Emergency Alerts, look out for the nationwide information campaign and visit *gov.uk/alerts* 

https://www.gov.uk/alerts/when-you-get-an-alert

https://www.gov.uk/alerts/reasons-you-might-get-an-alert

https://www.gov.uk/alerts/how-alerts-work

#### AND

For those in the Reading area, the following message came in about the Emergency Alerts tests:

You will no doubt have seen and may very well be involved in supporting the announcement on Saturday confirming that Reading and Wokingham will be conducting surge testing from today. As a result, in consultation with Reading Borough Council and the Thames Valley Local Resilience Forum, the decision has been made to delay the Reading test of the Emergency Alert service. This is to ensure that:

- Communications in relation to surge testing is prioritised in the local area, as the variant of concern in the area is rising
- We provide partners and stakeholders in the area the bandwidth to deliver surge testing effectively over the coming days

We have worked through revised timings and have agreed that the Reading test will now be on 29th June (with comms starting on 21st or 22nd June). We will be back in touch in due course to share assets and final plans, but if you have any queries in the interim, of course please do get in touch.

#### Restarting newly qualified driver research: driving on motorways

In January 2020 we wrote to you to let you know that we would be surveying newly qualified drivers to find out:

- if they took motorway driving lessons
- whether practising on motorways helped to prepare them for a lifetime of safe driving

Due to COVID-19 we put this research on hold. As driving lessons and testing has now restarted in England, Scotland and Wales we are restarting the research and will be contacting newly qualified drivers again soon. If any of your previous candidates get in touch with you about this research, please encourage them to complete the survey. You can access the questions with the links below:

Test candidates (pass)

Test candidates (fail)

6 month follow up

12 month follow up

#### Rescheduling on hold driving tests

When you or your pupils book tests via the GOV.UK online booking service you have the option to put your booking on hold if there are no suitable available tests.



The on hold option should only be used for booking tests:

- at a remote site
- where candidates need an extended test
- for an ADI part 2, ADI part 3 or ADI standards check
- where additional support is needed for reasons such as if you have a disability, health condition, are pregnant or have a learning difficulty

If tests are placed on hold for any other reason, the application will be cancelled, and the test fee refunded.

#### Choosing a test appointment

A large number of car test bookings are currently on hold in our system which do not fall into the options above. These tests have been put on hold by the person who booked the test, and we are now asking them to choose a test appointment.

We will be contacting anyone with a booking on hold to let them know that they need to choose a test date by the end of Tuesday 31 August 2021. We are continuing to add new test slots, so if your pupil cannot find a test initially, please encourage them to keep looking regularly. It is important that you talk to your pupils ahead of them choosing a test date so you both discuss if they will be ready for their test. If they do not choose a test slot by the end of Tuesday 31 August 2021, we will cancel their on hold booking and issue them a full refund.

#### **Cancelling tests**

If your pupil no longer wants a car practical test they can cancel a driving test online. They'll then get a full refund within 15 working days of cancellation. If you have booked any practical tests for your pupils using the book and manage your pupils test service that are still on hold, an email will be sent to the email address that you gave at the time of the booking. https://www.gov.uk/book-pupil-driving-test

#### Updating the system

We are working to update the online booking system to make it clearer how the on hold button should be used during the booking process.

#### Check GOV.UK for the latest about:

theory tests

https://www.gov.uk/guidance/coronavirus-theory-tests

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-and-motoring

driving tests

https://www.gov.uk/guidance/coronavirus-covid-19-driving-tests-and-theory-tests https://www.nidirect.gov.uk/articles/coronavirus-covid-19-and-motoring

instructor guidance

https://www.gov.uk/government/publications/coronavirus-restarting-driver-and-rider-training-and-tests/coronavirus-restarting-driver-and-rider-training-and-tests

https://www.nidirect.gov.uk/articles/coronavirus-covid-19-and-motoring

# Stayzsafe ANTIMICROBIAL SHIELD

## 12 canisters for only £150!!

Take the stress out of sanitising your vehicle and protect you and your students with Stayzsafe, the ultimate in-car protection against the coronavirus.

Once applied, the Stayzsafe atomiser forms an invisible barrier on all the interior surfaces of your vehicle and its air-conditioning system, immediately sanitising and protecting it.

Each treatment is easily applied in less than six minutes and lasts for at least one month. It leaves a protective barrier which, continues to work beyond application even after cleaning, making it the best interior hygiene system for all driving instructor vehicles.

#### Special offer price £150 saving – £65!!

Certified against viruses enveloped and unenveloped including the coronavirus family

Conforms to BS

EN14476 EN1276 EN1650 EN13704 EN1434

Fully sanitise your vehicle for less than £3 per week, applying one canister per month.

Free delivery this month!!

**BUY NOW!** 



www.insightcleaningsupplies.co.uk



#### Continue to work safely during the pandemic

As coronavirus (COVID-19) restrictions in Great Britain continue to ease, it's important that we all continue to take actions to stop the spread of COVID-19. DVSA and the driving instructors' National Associations Strategic Partnership (NASP) would like to thank you for all your hard work and support in successfully and safely restarting lessons and tests last month. We also encourage you to continue to follow some simple steps to keep you and your pupils safe and avoid driving test cancellations. We need to do all that we can to protect the driver training industry to make sure that we can continue to offer a driving test service. If driving examiners have COVID-19 or come into contact with someone who has it, they cannot work and driving tests will be cancelled. Just one driving examiner who has to self-isolate as a result of testing positive or coming into close contact with someone with COVID-19 will cause 40 or more driving tests to be cancelled. This is why it's vital that everyone continues to follow government guidance about protecting themselves and others from COVID-19 so we can keep training and testing on track.

#### Keep your car clean and let fresh air in

It's important to continue to keep the inside of your car clean for lessons and sanitise it before each pupil gets in. You must make sure the inside of your vehicle is cleaned before a test. It is also important that you continue to keep your windows open as much as possible during lessons to let fresh air in (ventilation).

#### Face coverings / Driving lessons

To help protect you, your pupils and their families in England and Wales, both you and your pupils should wear a face covering during lessons. It's been the law in Scotland since 2 November 2020 that you and your pupils must wear a face covering during driving lessons. If you do not wear a face covering, you must have a good reason. You can be fined £60 if you do not wear a face covering during a driving lesson in Scotland.

https://www.gov.scot/publications/coronavirus-covid-19-public-use-of-face-coverings/#exemptions

#### **Driving tests**

Your pupil must bring and wear a face covering when they come for their test in England, Scotland or Wales unless they have a good reason not to and they told us this when they booked their test. We strongly encourage you to do the same.

https://www.gov.scot/publications/coronavirus-covid-19-public-use-of-face-coverings/#exemptions

#### Rapid lateral flow tests

It is really important that you take regular rapid lateral flow tests and encourage your pupils to do the same. You should take a rapid lateral flow test twice a week (every 3 or 4 days). Around 1 in 3 people with COVID-19 do not have symptoms. Rapid lateral flow tests help to find cases in people who may have no symptoms but are still infectious and can give the virus to others. You can access free rapid lateral flow tests and find more details about how to get them in *England, Scotland* and *Wales* by visiting your government's website.

Driving examiners are also being encouraged to do twice-weekly rapid lateral flow tests to pick up any cases quickly so they don't spread the virus to other candidates and colleagues.

#### Taking rapid lateral flow tests before a driving test

Your pupils do not need to take a rapid lateral flow test to be able to take their driving test, but by

doing one, they'll help to stop the spread of COVID-19. If they do test positive and have to cancel their test, they can email us and we can help them look for the earliest possible appointment once they have finished self-isolating or have received a negative polymerase chain reaction (PCR) test. We've already contacted candidates with a driving test booked in England, Scotland and Wales about the importance of doing regular rapid lateral flow tests and where they can get them from. We will contact candidates with theory tests shortly encouraging them to regularly use rapid lateral flow tests before lessons and their test too.

#### If you have to self-isolate

In England, you might be able to get a *Test and Trace Support Payment* of £500 if you've been told to self-isolate because of COVID-19.

In Scotland, you might be eligible for the £500 self-isolation support grant.

In Wales, you might be eligible for the £500 self-isolation support scheme.

#### If you have had the vaccine

Even if you've received both doses of the COVID-19 vaccination it is important that you continue to follow the guidance above to help protect you, your pupils and your family. Even after both doses of the vaccine you can still catch COVID-19 and pass it on to others without knowing. As most learner drivers are under the age of 30, it is unlikely that they will have been vaccinated against COVID-19. So you should continue to take recommended precautions to stop the spread of the virus.

#### Increasing the number of driving tests appointments

To help tackle the waiting list for driving tests we have been working on a number of ways to increase the amount of driving test appointments available. We wanted to update you on the things we have been working on:

#### Returning to 7 tests a day

From Monday 14 June 2021 we will be increasing the number of tests our examiners in England, Scotland and Wales carry out each day to 7 – this is the number carried out before the pandemic. This change will allow us to increase capacity across the national network by an average of 15,000 to 20,000 tests per month. We are doing this because our driving examiners are now used to carrying out additional COVID-19 safety measures, so we can now carry out 7 driving tests each day with little risk of over-running. This means we can keep these safety measures in place to protect learner drivers and examiners whilst safely increasing the number of tests per day. We will be increasing the number of tests by adding an additional test at the end of the working day so tests currently booked will not be affected. We'll also be able to start offering early morning and evening tests.

#### When will the new appointments be available to book?

We will start gradually adding new appointments on to the booking system on a daily basis from 9 June. You or your pupils can check for new appointments at your local test centres on the **book** a **driving test** or the **change your driving test** services.

Alternatively if you are registered to use the book and *manage driving tests for your pupils* service you can use this to check for new appointments in your area.

We recently contacted candidates with a booking on hold to let them know that they needed to choose a test appointment date by 31 August or their booking will be cancelled. We will be writing to them again to let them know that as we are returning to 7 tests a day, additional test appointments will be added to the booking service so more tests will be available to choose from.



#### Circumstances when pupils cannot take a driving test

Your pupils will not be able to take their driving test if they meet any of the following criteria:

- they have any coronavirus symptoms (high temperature, fever, new continuous cough, a change or loss of smell or taste from normal).
- they have been asked to self-isolate by NHS Test and Trace in the last 14 days.
- they are awaiting the results of a COVID-19 test or have had a positive test in the last 7 days.
- they have visited a school, college or other building that has been closed due to a COVID-19 outbreak in the last 7 days.
- they live with someone who has either tested positive for COVID-19 or had symptoms of COVID-19 in the last 14 days.

#### Areas where the new variant is spreading

In locations where there is an enhanced Covid response in place, we will write to candidates before their test to make them aware of this. Our driving examiners will also ask all candidates these questions before taking them out on test. If they answer yes to any of the above criteria their test will be cancelled and they will be asked to reschedule. To do this they can email us at <code>customerservices@dvsa.gov.uk</code> and we can help them look for the earliest possible appointment once they have finished self-isolating.

#### The importance of your pupils being ready for their test

It's important that your pupils take their test only when both you and your pupil are confident they can pass. This will help them to avoid a lengthy wait for a retest and help us by not adding to the backlog of tests.

#### Reintroducing short term cancellations

We are also reintroducing the 3 working day short notice cancellation period for practical car tests. This was temporarily suspended when we restarted testing in July 2020 following the first lockdown. All tests taking place from Thursday 17 June 2021 will be subject to the 3 working day short notice cancellation period. We will be writing to all candidates with tests taking place from 17 June to let them know of this change. If you or your pupil need to cancel a test within the 3 working day period as a result of a positive COVID-19 test result or having to self-isolate you will need to email us at *customerservices@dvsa.gov.uk* Please put - COVID SHORT NOTICE CANCELLATION - in the subject of the email and we will look to reschedule the test for the earliest possible appointment. To do this email us at *customerservices@dvsa.gov.uk* and we can help look for the earliest possible appointment once they have finished self-isolating. You or your pupil may be asked to provide evidence when cancelling at short notice. If your pupil cancels their test within the 3 working day period or fails to turn up to their test they will lose their test fee.

#### Potential contract for driving examiner recruitment

Another aspect of our ongoing work to reduce waiting times is recruiting additional driving examiners. We had a positive response to our recruitment campaign, but there are some areas of the country where we still need to recruit more examiners, including the South East. To support this we are exploring options to temporarily contract in experienced driving assessors to qualify as driving examiners and will run a further recruitment campaign in the weeks ahead.

#### A letter to all ADIs from the CEO, Loveday Ryder

I'm really pleased that driving lessons and tests have now restarted in England, Scotland and Wales.

On Friday 28 May we sent you a joint message with the driving instructors' National Associations Strategic Partnership (NASP) to remind you of the importance of both you and your pupils wearing face coverings during your lessons. We also encouraged you and your pupils to take regular rapid lateral flow tests.



This is really important. It helps to protect the NHS, your friends and families, the driver training industry and our driving test service.

I know many of you are now busy teaching and preparing your pupils for their upcoming tests and to drive safely on their own once they pass their test.

I hope the recently published guidance about the top 10 reasons for failing driving tests and understanding driving test results are useful and are helping you support and prepare your pupils.

Now that driver testing has restarted, the hard work of reducing the backlog as quickly and safely as possible begins. I want to update you on how we plan to do this and explain how we will keep you updated.

#### Understanding future demand for driving tests

We know how many theory tests and driving tests are booked. And we're seeing a large increase in people buying our learning materials.

We regularly talk with the driving instructors' National Associations Strategic Partnership (NASP). They've told us that many of you are seeing an increase in calls from prospective pupils asking for lessons. And the Department for Transport (DfT) has recently published their travel behaviour, attitudes and social impact of COVID-19 research.

https://www.gov.uk/government/publications/covid-19-travel-behaviour-during-the-lockdown.

It shows in addition to those who were already wanting to drive, many other people now feel uncomfortable about travelling on public transport.

We have conducted extensive modelling of future demand. But we want to get a fuller picture of the future demand for driving tests.

To help you and us to plan and forecast demand for the future, we want to understand more about the demand you're facing for lessons. We've launched a survey to get your vital views on this and we will share the findings with you as soon as we can. The survey also asks about:

- how you currently keep up to date with driver training news
- which communication methods will work best for you in the future
- how useful you and your pupils found our recently published guidance.

The survey is completely anonymous. We'll only use what you tell us to help us forecast and improve our communication. To give your views and have your say, please fill in the survey by 11:59pm on 25 June. It takes about 10 minutes to do. You can find the survey *here* 



#### Keeping our safety measures under review

We keep our safety measures under constant review, taking expert advice from the relevant Public Health bodies and the Health and Safety Executive and the latest government guidance.

Whilst COVID-19 remains and to align with the guidance and expert advice we have received, we need to ask for your continued support with:

- not accompanying your pupils during their driving tests
- restricting access to waiting rooms at test centres where we are unable to safely open them
- you and your pupils continuing to wear face coverings during lessons, theory and driving tests.

We'll let you know when we can safely consider changing these measures. We'll also let you and your pupils know if there are any changes to our services as a result of any changes to restrictions in response to new COVID-19 variants. And we'll reassure you if our services are unaffected.

#### Increasing the number of driving test appointments

From Monday (14 June 2021) our driving examiners will be returning to carrying out 7 tests each day in England, Scotland and Wales. This change will allow us to increase capacity across the national network by an average of 15,000 to 20,000 tests per month. We are also reintroducing the short notice cancellation fee from Thursday 17 June. This will help reduce the number of learner drivers who do not turn up for their driving test and free up the test slot to another candidate. In the coming weeks, we'll publish our full plan for reducing driving test waiting times and share it with you and your pupils. I'll update you on this again on this as soon as I can.

#### Keeping you updated

The road ahead is challenging for us all. But by working together, we can help to reduce the backlog, help your industry recover and help people stay safe on Britain's roads. I'll write to you again when we can share our strategy for reducing driving test waiting times and explain how you can get involved and give us feedback.

I also urge you to keep up to date with the NASP website at <a href="https://n-a-s-p.co.uk/">https://n-a-s-p.co.uk/</a> and seek advice from a NASP member national association if you have any queries, questions or concerns.

Thank you for your patience and understanding.

I hope that you, your family and your friends remain safe and well.

Yours faithfully,

Loveday Ryder - Chief Executive - Driver and Vehicle Standards Agency





# Tax Returns £125\* Ltd Co Accounting £415\*



#### We have more than 30 years experience dealing with Small Business Accounting & Taxation

#### WHAT WE DO

- Self Assessment Tax Returns
- Software, spreadsheet or shoebox
- Multiple sources of income (charges apply)
- Tax planning
- Company accounts and taxation
- · Bookkeeping , Payroll, VAT & more
- · Annual or monthly payment options
- · Only pay for services you need
- NO FUSS. NO SURPRISES!
- FIXED FEES Agreed in advance
- We provide unlimited advice and support
- · Always available to answer your questions
- · In person, by phone or email

#### WHO WE ARE

A firm of Chartered Certified Accountants established for over two decades. We are experts in accounting and taxation of owner managed businesses with 100's of satisfied clients all over the U.K.

We are London based accountants without the London price tag - FIXED FEES, with NO SURPRISES.

We try to make the process as simple as possible for you, so you can spend more time on what you do best, leaving us to do the rest.

Contact us NOW on 020 7060 3536

07402 371 186 / 07956 832 964

277-279 Bethnal Green Road London E2 6AH

info@capitalaccounting.co.uk

www.capitalaccounting.co.uk

## **Road Safety Information**

**Graham Feest ADINIC Road Safety Advisor** 



Please click image below for TSR June 2021



#### Items this month include:

- Getting back to the active travel agenda
- RoadPol's 2021 speed marathon
- Same problem throughout Europe and beyond •
- Learning to drive
- Time to get rid of the dangling dangers
- Driving instructors needed for a new study
- Call for nominations
- E-scooters

- Points for no seat belt
- Motorway speeding
- Initiatives around the UK
- Does 12 really mean you are out?
- Improving driver well-being
- Rural roads are a big problem to young drivers
- Annual vehicle licensing statistics for 2020
- Trial of 20mph speed limits on welsh roads
- The New 2021 tyre label
- The keen The concerned The content
- Guidelines for reporting road collisions
- Survey supporting school streets
- Public opinion
- Reducing casualties by stopping crashes Hull

And much more!

## Latest links from Road Safety GB

Click the article to read

Local cycling initiatives under the microscope

Bank holiday operation starts summer crackdown in Sussex

Vodaphone launches 'all-in-one bike safety solution'

Drink-drive warning as police gear up for summer crackdown

App aims to bring drivers and insurance providers closer together

Preparations stepped up as Project EDWARD countdown begins

## Moving home?

Remember to tell DVLA your new address!

You must update your:

driving licence

- vehicle log book (V5C)
- Direct Debit for vehicle tax
- private number plate documents

If you do not update your address with DVLA your vehicle tax reminder letter and any vehicle tax refund (after a sale) will go to the wrong address. Go to GOV.UK for more information on how to change your address.

Exchange a foreign driving licence

Click this link for an update on exchanging foreign driving licences for a UK licence







# My Drive Time

The essential admin tool for ADIs



## LESS TIME ON ADMIN

## MORE TIME TEACHING

www.mydrivetime.co.uk













## Latest news from DfT



#### Reminder - Calling All Driving Instructors!

Cycle Savvy ADI Recruitment - sign up for our exciting pilot project!

#### Are you ready to shift your skills up a gear?

We are working with the Department for Transport to recruit 4000 approved driving instructors to take part in a ground-breaking pilot, Cycle Savvy Driving. The trial will offer you the opportunity to shift your skills up a gear through CPD, as well as improve understanding and co-operation between people who drive and people who cycle. And that's not all – every participant will be entered into a prize draw to win one of five Amazon vouchers worth £100 each!

Register today at https://cyclesavvydriving.co.uk/

#### How It Works:

Upon registration, you will be randomly assigned to one of two groups:

- 1. Train now: Complete the first survey and then you will have access to an online training model and opportunity to book the practical training course\*. The training is free to attend.
- 2. Train later: Complete the first survey and then, simply wait! You will be asked to complete another survey in three months time, and can access the online course from October 2021.

\*limited to 400 places, England only. A £25 refundable deposit will be required. You do not have to be able to cycle.

#### What other ADIs have said:

"A great course to add knowledge and first-hand experience to the ADI's teaching toolkit."

"Every ADI should experience a road cycling course like this"

"I learned far more than I thought I would and had a fun packed day!"

This project is delivered by the Bikeability Trust, supported by the AA, DVSA, DIA, MSA GB and **ADINJC**. Please everybody, do support the scheme if you possibly can and help to spread the word to your colleagues and trusted network connections.

## Research and analysis - Travel behaviour, attitudes and social impact of COVID-19

Study into the travel behaviour of people during and following the coronavirus (COVID-19) pandemic.

Click here to read survey.





#### DID YOU KNOW THAT...

ALMOST TWO THIRDS OF CYCLISTS KILLED OR SERIOUSLY INJURED WERE INVOLVED IN COLLISIONS AT, OR NEAR, A ROAD JUNCTION?



"EVERY ADJ SHOULD EXPERIENCE A ROAD CYCLING CHURSE LIKE THE

"IL GREAT COLVISE TO ADD KNOWLEDGE AND FIRST-HAND EXPERIENCE TO THE ADPS TEACHING TOXILIT.

TILEARNED FAR HORE THAN I THOUGHT I WOULD

& man





# CALLING ALL DRIVING INSTRUCTORS:

# Sign up for our exciting pilot project and shift your skills up a gear!

The Department for Transport is looking for 4,000 approved driving instructors to take part in a brand new study.

Sign up now to take part in ground-breaking research, designed to improve understanding and co-operation between people who drive and people who cycle.

Participants will be assigned to a control or treatment group, with both groups given access to free online training at different points in the study, and free practical training available to some.

This training is the perfect opportunity to shape the future of the driving instructor industry, whilst gaining valuable training to ensure you stand out from competitors.

Get involved. Visit www.cyclesavvydriving.co.uk to sign up today

This project is delivered by the Bikeability Trust, supported by the AA, DVSA, DIA, MSA GB and ADI NJC.

#### VISIT WWW.CYCLESAVVYDRIVING.CO.UK TO SIGN UP TODAY









# Latest news from Marmalade and it's great news for instructors and learners!



#### Suzy Walsh tells me there is exciting news coming next month but until then!

You can still very much spread the Marmalade and increase your chances of boosting your income by ordering more leaflets, booklets and cards to give to your pupils. If you're not yet a member, simply register <a href="https://www.marmaladenetwork.co.uk">https://www.marmaladenetwork.co.uk</a>

ADIs and PDIs can read all about the commission rates on new policies and benefits here:

https://www.marmaladenetwork.co.uk/commission-and-benefits

The dedicated team at Marmalade is at the end of the line to answer all your enquiries and to signpost you to Marmalade products such as Breakdown cover and Tuition vehicles. You can call them on 0333 323 2615 or if you prefer, you can email them at info@marmaladenetwork.co.uk

#### Please complete this survey about ADI workload and demand

Our sponsors Marmalade have asked us to circulate their survey on how things have changed over the last year and where ADIs find themselves now in terms of workload and demand. They would greatly appreciate your help by completing this completely anonymous survey. Please do this by using this link.

https://r1.dotdigital-pages.com/p/3LQ9-9E0/adimarmalade2021



## Young Driver needs you...

#### ...if you are looking for work!

Young Driver seeks ADIs and PDIs to join their team, teaching 10 – 17 year olds to drive. Very competitive day rate, plus a car to use. Payment from £140 - £172 per day. All areas, particularly Barnsley, Manchester, Liverpool, Glasgow, Cambridge, Norwich, Bristol, Exeter, Birmingham and Belfast. Call Lisa now on 07827 870026 or email lisa@youngdriver.com



# **Powering ADIs Nationwide**

- ✓ Tuition cars at fantastic prices!
- ✓ Earn commission from £15 to £250!
- ✓ booklets, leaflets and ADI cards
- ✓ Competition giveaways for your pupils

...and much more!

marmaladenetwork.co.uk 0333 323 2615



#### Experts 'seriously concerned' over safety hazards posed by e-scooters

Thank you to Cheryl Crossley at *https://www.wmgagency.co.uk* who sent me the following piece on e-scooters.

Accident and injury experts at National Accident Helpline have expressed serious concern about the risk of e-scooters to riders and pedestrians, as more trials commence in London this week. They believe that the government must act quickly and introduce new safety initiatives in the trial areas such as:

- Specific e-scooter routes or roads
- Usage curfews
- Artificial noise devices that issues audible alerts to pedestrians

National Accident Helpline calls on the Government to introduce more robust e-scooter rule enforcement and safety measures to protect all vulnerable road users, as the trial period is extended to Spring 2022. https://commonslibrary.parliament.uk/research-briefings/cbp-8958/

- It is currently illegal to ride a privately owned e-scooter on a public road, pavement, bus lane or bike lane, yet sales continue to rise
- There are currently 50+ active e-scooter rental trials running across the country
- The e-scooter trial in Coventry was initially paused due to safety concerns for vulnerable road users
- Riders are only encouraged to wear helmets, but it is not a legal requirement
- Some police forces have issued warnings to riders about 'the danger these machines pose to both the rider and pedestrians'
- The RAC has stated that it too is concerned about 'some worrying figures'

*The initiative* was first introduced in July 2020 by the Department for Transport to support a green restart of local travel, and help mitigate reduced public transport capacity. The e-scooters being used in the 50+ active rental trials across England can reach speeds of 15.5mph, and Coventry's scheme was initially paused after only five days due to safety concerns for vulnerable road users.

In addition to the rental trials, sales of privately-owned e-scooters have also shot up, with cycling retailer Halfords reporting a 184% sales growth. Use of privately-owned e-scooters is illegal on public roads, but many are ignoring this, *despite facing a £300 fine and six points on their licence*.

The sharp rise in the use of both rented and privately-owned e-scooters has already *prompted some police forces to issue warnings* on 'the danger these machines pose to both the rider and pedestrians'.

Experts at National Accident Helpline believe additional, more adequate safety and rule enforcement measures must be put in place as quickly as possible to avoid further incidents and injuries.

A report on the trials, and a decision on the ongoing legal status is not expected for another year (April 2022), and several industry bodies, such as the RAC, have expressed similar concerns about the risks, stating that 'more unregulated and out-of-control privately owned devices will continue to pose a safety hazard for road users', in a recent online article.

Alongside the risk to pedestrians, there are also safety concerns for the riders themselves. The current guidelines state that while wearing a cycle helmet is recommended, they are not a legal requirement for use.

#### Jonathan White, Legal and Compliance Director of National Accident Helpline, said:

"E-scooters are an attractive option in helping the nation to embrace more environmentally friendly transport options. However, introducing these schemes without putting adequate safety and rule enforcement measures in place puts the public at risk. With e-scooter trials being extended and private sales growing, we would ask that the Government rethinks its recommendation and ensures there is a legal requirement in place to wear appropriate safety protection, such as cycle helmets, when operating e-scooters. We believe the speed limit should also be reduced to 12.5mph, as is the case in Germany. Other new safety initiatives in the trial areas could include specific e-scooter routes or roads, usage curfews, and even artificial noise devices that issues audible alerts to pedestrians. There are already several published papers on the risk to personal injury – and the data is seriously concerning. This is a matter that simply must not be ignored."

Further information on the injury risks of e-scooters can be found at: https://www.national-accident-helpline.co.uk/news/post/injury-risks-using-e-scooters

## Are you ready for Expo 2021?

#### Just 4 short months to go :-)))

The ADINJC & Intelligent Instructor National Conference & Expo 2021 in association with marmalade network is a free-to-attend event for instructors. Held Sunday 10th October at the Heart of England Conference & Events Centre, nr Coventry, Warwickshire it's a date not to be missed. Let's face it, it's been a tough 18 months for our



industry, so we're extremely excited to be planning a really positive day where we can get together to focus our businesses on the future! Our goal is for visitors to come away educated, invigorated, thinking differently and passionate about being an instructor. We also wanted to ensure people have fun doing it too! So if you are new to the industry, perhaps considering becoming a driving instructor or an experienced instructor this is a must-attend event tailored for you. Our last event attracted 700+ delegates and 50+ exhibitors creating a real buzz on the day. Remember all this is free, including the parking, so you just need to register here and come along on the day.

#### CLICK TO BOOK YOUR FREE TICKET

#### Expert speaker line-up

During the day, four dedicated seminar areas will each have a full programme of expert speakers delivering a total of 30 insightful presentations and free workshops aimed at helping you improve as an instructor. Click here for *Speaker line-up*.

#### Meet industry suppliers

50+ exhibitors showcase their latest products and services for the driver instructor market. Engage face-to-face, all under one roof, during just one day, with the UK's industry-leading suppliers. Click here for *confirmed exhibitors*.

#### Free activities

It's not all work and no play! We've got some fun activities for you including our Giant Scalextric sponsored by Bill Plant Driving School, try our Virtual Reality experiences or see the latest EV cars on display. *Click here for activities* 

#### Hot drinks are covered

The team at RED Driving School are bringing their coffee Landrover Defender once again. A huge hit in 2019, you'll be able to grab a free hot drink, so whether you're a cappuccino or latte person, we've got you covered.

## Latest news from II - www.intelligentinstructor.co.uk

Intelligent Instructor has teamed up with AcciDONT, one of the fastest growing national driving schools in the UK, in their biggest ever giveaway!

## Acci**DON'T**

AcciDON'T is offering an amazing prize to one lucky winner a one-year franchise with AcciDON'T, including a brand-new, fully insured Ford Fiesta Trend worth £8,790.

The lucky instructor will have the opportunity to run their own business with the support of the AcciDONT team. As well as having full use of the new car for a year, the winner will also benefit from having all enquiries answered by the AcciDONT experienced call centre team.

New pupils will be booked straight into the winner's MyDriveTime diary, whilst the winner can control not only when they're available, but exactly where they want to work via an interactive map.

AcciDON'T has also generously thrown in annual car insurance too. Don't worry if you already have a car on lease or have other commitments, you've got a 12-month window after the prize draw closes in October to claim your prize. *Click here for prize draw entry* 

#### On their website, featured recently:

- Ethnic minority pedestrians in danger click here to read
- Driving test booking news click here to read
- · Birmingham breathes click here to read
- · Euro Driving fines league click here to read
- Where's the driver? click here to read
- More charging stations on the road click here to read



Driving test booking news



**Birmingham breathes** 



Euro Driving fines league



Where's the driver?



More charging stations on the road

# INSURANCE FOR YOUNG DRIVERS



Learner Driver Insurance



Student Car Insurance





Provides seamless cover before and after their driving test!

- Named Young Driver Insurance on the family car
- Black Box Insurance on their own car

CARS WITH FREE INSURANCE



wearemarmalade.co.uk 0333 358 3441



Terms and conditions apply. See website for details. \*12 months' free black box insurance available in the majority of UK postcodes. Repeated unsafe driving could lead to a premium increase but 9 out of 10 Marmalade drivers have never had that problem.

#### **ADI** Adrian

I'm writing this piece on the 8th of June, three days before my deadline. And on that day, the Mail ran a story saying that the day before, a trial began in London to see if e-scooters can 'support a shift to sustainable travel'. The story had the headline, "As e-scooter trial begins, warning over crashes fuelled by booze". It went on to say that experts have called for tighter regulation after a study found injuries are most likely at weekends due to drinking. Compulsory helmets, an age limit of18 and a ban on alcohol should be made law, the report says. Researchers from the Charite University Medicine in Berlin, analysed data on accidents in the German capital, where 11,000 of the devices are in circulation. Between June and December 2019, 248 people, including riders and 12 pedestrians, were treated at emergency departments after sustaining an injury. One in five of them tested positive on the alcohol breath test. There were more injuries at weekends – accounting for 58 per cent. The main cause of injury was falling off the scooter due to a lack of control. Ministers are not set to make a decision on whether to legalise e-scooters until the trials have finished. Chief Superintendent Simon Ovens of the Met Police said, "We would like to remind everybody that e-scooters used outside this trial remain illegal". Alan Clarke, of e-scooter company Lime, which is taking part in the trials, insisted the devices are, "as safe as possible". As HRH Prince Charles said, on another occasion, "Whatever that means".

And there was a story in the Mirror of June 5th which had a particular significance for me. I'll tell you why in a minute. The paper said that the Ford Capri 2 Litre S from the TV shower Minder, has been restored to its former glory after being devastated by a fire. The 1977 motor had taken six months to repair. It is thought an electrical fault in the engine bay caused the blaze last year. Tony Collins, who did the repair work said, "There wasn't any one thing that cost lots but the whole car was burnt. The upholstery and steering wheel weren't too irreparably damaged so that made it an easier restoration". Tony, from Canterbury, Kent added, "the work cost roughly £12,000". The Capri, which sold at auction in 2016 for £50,000 caught fire near the M25 in Surrey. So why did this story interest me? Well, I had the same model of the same year. Minder's was in white with a black vinyl roof and the registration SLR 71R and mine was in a lurid lime green with the registration RRK 474R. It was also the car in which I got my first speeding ticket. But that's another story.

Have you driven up the M5/M6 and seen those fully coloured, moving advertising hoardings? Don't you find them distracting? Well, there was a piece in the Mail of May 18th which will alarm you as much as it did me. It said that Ford has patented technology to enable cars to read passing hoardings and beam details onto a vehicle's digital dashboard. Sensors would analyse signs and display information that drivers might miss, such as phone numbers and website links. The system could also deliver personalised adverts in the future, according to the patent, which says, "drivers have only a limited amount of time to obtain information from a billboard". It is not clear when – or if – the technology might become available. However, road safety campaigners warned it would make the roads more dangerous, with research showing dashboard touchscreens can be even more distracting than texting at the wheel. Neil Greig, of road safety charity IAM RoadSmart said, "The idea that even more information may be piped directly to the screen inside the car is really worrying". I totally agree with Mr Greig.

And there was a story in the Sun on Sunday of May 30th entitled 'Cars, the star's star'. It told how TV chef James Martin lived in a motorhome for two years when he blew his savings on a Ferrari. He used money put by for a roof on his home to buy a 275 Competizione. The former Saturday Kitchen host had to move into a motorhome on his drive until he had cash for the house renovations. Even then, James, 48, prioritised a garage. James, who still has the yellow Ferrari among his 40-strong fleet, admitted in a

podcast, "This is how mental I am with cars". I think he's right, don't you? https://www.ferrari.com/en-EN/auto/275-gtb-competizione

And the Mail of June 3rd had a story about a toy collector, who I reckon could also be described as being 'a little bit mental with cars'. It said that Graham Hamilton, 54, is celebrating after the first batch of his huge collection of 1,800 Matchbox cars sold for £281,000. Mr Hamilton fell in love with the miniature toys as a child and began collecting seriously in his early 20s. He spent over £100,000 acquiring almost every toy car manufactured between 1962 and 1982 at Matchbox's old Lesney factory in London and in 2004 he set up a toy dealership, Rockertron Toys. The first half of his collection – about 900 models – sparked a worldwide bidding war at Vectis Auctions, of Stockton-on-Tees, Teesside. The top seller, at a world record price of £15,600, was a Superfast Lincoln Continental pre-production trial model, which sold for almost eight times its pre-sale estimate of £2,000. A Refrigerator Truck, which was a factory pre-production colour trial, made £9,600 despite having a scratched windscreen. The auctioneers had predicted that the whole collection would sell for £250,000. The second half is expected to make £100,000. Mr Hamilton, a grandfather of three from Guilford, Surrey, said, "I'm not selling because of the money, it just feels like the right time". Well, there we all are then.

There was an interesting piece in the Mail of May 25th which said that if you are taking your driving test, thorough preparation and a cool head are vital. (As we all know). But the day of the week is also important, it seems. Monday is the day on which people are most likely to pass their practical test, research suggests. The average Monday pass rate in 2019 was 47.15 per cent. Tuesday was the second best (46.5 per cent) followed by Thursday (45.86 per cent). But tests on Friday had the lowest rate – only 45.06 per cent passed. The figures were released by the Driver and Vehicle Standards Agency via an FOI request by car warranty specialist MotorEasy. Duncan McClure Fisher, chief executive, said, "Most people dread Mondays, but our research shows it could be your ally when it comes to a driving test". Is it churlish of me to mention the word 'quotas'?

Would you believe it? I have got to 1,200 words into this column without mentioning smart motorways. But a story in the Mail of May 20th means that I now must. The paper said that driving with a burst tyre or smoking engine is safer than stopping on these motorways, according to the president of the AA. Speaking to MPs, Edmund King told of the 'horrific' distress calls that patrols get from drivers who break down on these controversial roads. His alarming comments came during a transport committee hearing as its probe into the safety of smart motorways began. Giving evidence to the committee, Mr King said, "The official advice is: if you do stop in a live lane, keep your seatbelt on, put your hazards and other lights on and dial 999. It's an emergency. It is horrific the fear that comes through on the calls we get from breakdowns. It's just atrocious and we should not be putting people in a system that isn't a safe system with that result. We've got to give people a way out of it and the advice I would give is, "drive on if you can. Damage to your car may be expensive but it's less than damage to yourself or your loved ones." Mr King added it was a 'scandal' that some smart motorways had been rolled out without any of the potentially life-saving radar technology designed to detect vehicles that had broken down. Highways England has promised to have this fitted across the whole network no later than September next year, having brought the deadline forward from 2023. But Huw Merriman, Tory chair of the committee, was scathing about the promise to install the technology early, saying it was "six years too late". He added: "As a committee we've been rather badly stained with assurances by Highways England on this matter." Back in 2016 this committee was told it [the technology] would be fitted to all new smart motorways and it will be retrofitted. I think we heard the same thing in 2019 when the CEO came before us. "We are therefore somewhat bemused to be told this is good news and it will be rolled out a year early by 2022, when it appears to us it's six years too late. So, I don't have a great deal of faith in what I am told." Cor, sock it to 'em Mr Merriman!

#### **ADI** Adrian

And there was a lovely piece in the Mirror of June 3rd, with the headline 'Formby WW2 car auction turns out nice'. It told how a Second World War staff car driven across Europe and North Africa by George Formby to perform for troops has sold for £30,000. The 1939 Mercury Eight Series 99A Estate was used by the star during his time in the Entertainments National Service Association. Formby drove it during a tour in 1943 after befriending its creator, racing driver Sir Michael Campbell. The motor was updated for driving in the desert with larger tyres and tinted windows for the sun's glare. The singer and comic tested it around Singleton, West Sussex, before his tour. As well as providing accommodation for the banjolele star and wife Beryl, the Mercury had a lean-to tent for his pianist and valet. Formby sang to 750,000 troops over 53 days. The car has a V8 engine and sold for £30,475 at auctioneers H&H Classics of Warrington, Cheshire. And for those of my younger readers who haven't heard of George Formby – Google him! *Click here to read Daily Mail article*.

There was a story in the Mail of June 8th with the headline 'Wrong sort of ring, Chris... boxer caught on phone at wheel of £370k Rolls-Royce'. It told how a court heard that Chris Eubank drove through a red light moments after a cyclist caught him holding his mobile phone at the wheel of his £370,000 convertible Rolls-Royce. The former world boxing champion, 54, was filmed in Hyde Park, central London, by a man who previously caught movie director Guy Ritchie texting as he drove. The cyclist, Mike van Erp, regularly hands over evidence to police on law-breaking drivers. Mr van Erp, 48, from west London, used his helmet-mounted camera to film his encounter with Eubank. At Bromley magistrates' court, Eubank admitted failing to comply with the indication given by a traffic sign in relation to the incident on September 2nd last year. He was given three penalty points and ordered to pay £280 in fines, court costs and fees. Quite right too.

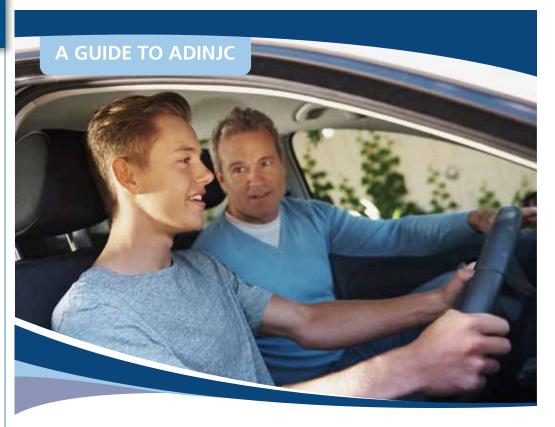
And finally,

What does coincidence mean? How funny, I was just going to ask you the same thing. What time did the lion eat the prime minister? 8pm.

Til next time

Adrian





## **Professional Indemnity Driving Tuition**

Why is Professional Indemnity cover so important?

Because we all make mistakes in life, including in our business operations as a driving instructor.

However, if you make a mistake in running your driving school, the consequences can be very serious. You could, for instance, be sued for vast sums of money. Professional Indemnity will provide you with protection in case someone decides to take action against you even when you haven't done anything wrong.

The ADINJC Professional Indemnity insurance, provides the valuable protection you need as a driving instructor offering professional advice to the public, to prevent this happening. It covers you when, as a result of negligence, you are sued for losses or damages by a third party. In short, it gives you peace of mind: if a claim is brought against your business, you won't have to worry about the financial implications of a lawsuit. The ADINJC policy provides £5 Million cover for each and every member, ensuring you have sufficient cover. The policy also has a low policy excess of £500 for each and every claim.

You can find details of Waveney
Group Schemes by going to
www.driving-school-insurance.com



## Do you require a replacement vehicle within 24hrs \* or can we help you find your next driving school vehicle?

#### **Our Services**

Here at Specialist Vehicle Rental we've put together some special offer packages that are beneficial for your Driving School. A 12 month contract which offers you complete peace of mind and fantastic value for money. With established fleet terms in place with various vehicle manufacturers, we are able to provide our customers with a range of competitively priced vehicles to choose from. Our extensive vehicle range includes Peugeot 208, Renault Clio, Nissan Micra, Ford Fiesta, Mercedes A Class, BMW 1 Series, Audi A1 and Mini Cooper. These vehicles are available on daily hire, contract hire, sale (new and used) or short, medium and long term hire. If you would like to purchase a vehicle, we can offer a range of new or used cars at very competitive prices.

#### Why Choose SVR?

- No Credit Checks
- Competitively priced. Found a cheaper quote? Let us know
- A common sense approach to adapted vehicle leasing perfect for the driving instructor industry
- Bespoke packages available when you want something that really stands out
- Dedicated 1 to 1 customer service to help you find the best value dream car for your business
- · Like for like basis, we believe we offer you the best deal

Below is our current vehicle price list however, we're more than happy to discuss any vehicle not seen here and explore a bespoke package should you desire an alternative vehicle or mileage allowance.

Tier	Model	Contract Length	Mileage	Price Per Week	Price Per Month
1	Renault Clio, Peugeot 208 (5 Door)	12 Month	22,000	£92.28	£399.89
2	Ford Fiesta, Nissan Micra (5 Door)	12 Month	22,000	£107.88	£467.48
3	BMW 1 Series, Mercedes A-Class, Mini, Audi A1 (5 Door)	12 Month	22,000	£173.88	£753.48
4	Renault Clio, Peugeot 208 (5 Door)	12 Months (inc 7 Month Break Clause)	22,000 Pro Rata	£107.88	£467.88

Prices shown inc VAT. These vehicles and prices are all based on petrol models, please enquire for diesel prices.



#### Included as standard

- A comprehensive, no obligation 1-2-1 consultation service
- Full servicing, mechanical work & maintenance support \*\*
- A replacement vehicle in the event of a breakdown  $^{\star\star\star}$
- Breakdown assistance
- Accident, tyre and windscreen support
- Full Road Fund Licence
- Delivery & collection anywhere in the UK \*\*\*\*
- UK-based reliable & responsible customer service team
- No hidden charges
- Fixed monthly costs
- Choice of colours
- Signage
- He-Man Dual Controls
- Flexible options available at the end of any contract.
- \*\* Excluding tyres and clutch (add on packages available)
- \*\*\* Vehicle must be off the road for more than 48 hours
- \*\*\*\*Charges may apply

You'll need to let us know your anticipated business start date and your vehicle preference. We'll then send you our T&C's and your contract which must be signed and returned as soon as possible to avoid delay in your vehicle delivery.

£120.00 set up fee applicable.

#### **Customer Referral Bonus**

Receive a £50.00 referral fee when you refer a friend or colleague resulting in a contract or a new/used car purchase. Contact our Customer Service Team for further details.

\*subject to availability

www.specialistvehiclerental.co.uk 0845 293 2799



### **Upcoming ADINJC webinars**



#### Changing the membership structure

We need to simplify our membership structure, and to go digital so that we can work more efficiently. We will be running some webinars to help explain the upcoming changes to our membership structure. This webinar is the first of many and will explain how this will work and how it will affect both individual and group members. The first of these is now a meeting so that anyone attending can ask questions and join in the discussion. It will take place on Wednesday 23 June at 7.30pm. Please *click here* to register for the webinar.

#### 'Make it easy' with Lynne and Andrew

Standards Check training webinars are in the pipeline and due to take place in September so keep watching this space to ensure your place!

#### CPD offerings still available 24/7!

We're still offering easily accessible and reasonably priced online courses for study at your own pace. If you or your students prefer to study this way, we offer the following accredited courses via our own website:

Safeguarding Children (0-17) - Level 1

Information and Cyber Security

Handling Violence and Aggression at Work

**Basic Life Support (BLS)** 

You can currently save 30% off NJC online courses using 'ADINJC30'

For more information: https://www.adinjc.org.uk/online-courses/

#### **PACTS**

The Parliamentary Advisory Council for Transport Safety have a number of very useful documents that you can access on their website. The latest ones are:

- Locking Out The Drink Driver: Using alcohol interlocks to reduce drink driving in the UK.
- Drug driving: the tip of an iceberg? A report from PACTS
- Seat Belts: Time for Action
- What kills most on the roads?

You can access these, and more here.



At FSB our mission is to help smaller businesses achieve their ambitions. We are the UK's largest grassroots campaigning group promoting and protecting the interests of the self-employed and smaller business owners.

Whether we're influencing key policy decisions in government, offering specialist advice and guidance on everything from HR to tax advice, or running virtual events, **the needs of small businesses come first.** 

#### How can FSB help your business?

If you run your own business, chances are you picked an industry you know and are passionate about. You're confident that you know it well enough to be able to cope with whatever life throws at you. But what happens when you need to deal with something outside your field of expertise? No one person has all the answers. The good news is, joining FSB, means having someone on your side who does have the legal, tax or HR expertise needed.

#### What's included in membership?

Right from the outset, FSB members have access to a range of services designed to make your life easier, including:

- · Legal and tax protection scheme and legal costs insurance including a 24/7 legal advice line
- · An extensive online legal hub with over 1,100 documents and templates
- · 24/7 employment advice, and fully customisable documents from the legal hub
- Free business banking (subject to status)
- Easy access to funding
- · Cyber protection insurance
- · Debt recovery service
- · Specialist hubs including our start up hub fsb.org.uk/start

FSB are delighted to offer a £30\* discount in association with ADI National Joint Council.

To find out more and to take advantage of this £30\* discount, please send your name, contact telephone number and postcode, quoting FSB to Lynne Barrie, ADINJC Chairman at chairman@adinjc.org.uk

This promotion is provided by the Federation of Small Businesses (FSB). "FSB Business Essentials Membership starts from £147 per annument of Englishment of the first year. This rate is applicable to businesses with zero employees. Rates increase depending on your number of employees. Please see the website for full details of subscription rate bands. Until 31 December 2021, the £30 registration fee will be waived for all new full FSB Business Essentials members. This offer is not available to existing FSB members and associate members. To find out how FSB uses your data and takes steps to protect your privacy, please visit www.fsb.org.uk/privacy. Registered Office: National Federation of Self Employed and Small Businesses Limited, Sir Frank Whittle Way, Blackpool Business Park, Blackpool, FY4 2FE. Registered in England No. 1263540.



#### Coaches' Corner

Hope you enjoyed the TEDx talk last month from Physician and award winning author Saundra Dalton-Smith. This month, I'm including a TED talk from Mindfulness expert Andy Puddicombe entitled 'All it takes is 10 mindful minutes'. When is the last time you did absolutely nothing for 10 whole minutes? Not texting, talking or even thinking? Andy describes the transformative power of doing just that: Refreshing your mind for 10 minutes a day, simply by being mindful and experiencing the present moment. (No need for incense or sitting in strange positions.) See what you think...



Please do let me know if you have any of your own favourite videos/ideas for sharing with us all. Please also remember that I welcome articles and especially coaching/client centred related so if any of you have already written some masterpieces, feel free to send them my way! That goes for coaches in our industry and beyond. Finally, if you have any coaching/client centred issues you have encountered/would like support with, please do let us know. Even if it's specific topics you'd like us to cover in more depth...



## **Lead Generation**

£ PAY AS

- Priority on our intensive course register.
- Pupil access to our online theory practice site.
- Listing on our BookDrivingLessonsOnline.co.uk web directory.
- Use of our online diary (accessible via web or app).

## **Text Facility**

£16

- Payment receipts.
- Pupil lesson reminders.
- Lesson cancellation texts.
- Pupil booking confirmation.

# **Call Messaging**

from **£60** 

- Our experienced call handlers will take your calls, answering in your business name and giving
  your business prices. A text will be sent to you for you to contact the caller for you to confirm a
  date and time for the lesson.
- Use of our online diary (accessible via web or app)

# **Call Handling**

from **£80** 

- Our team here will answer your calls in your business name, giving your prices and information.
- We will book new and existing pupils directly onto your diary, which is accessible via web or app.
- We can manage any queries from existing pupils, such as test bookings, block bookings or even payments!

## **Multi Car Schools**

**EPOA** 

- Diary overview.
- Prioritisation on bookings.
- Instructor billing.
- Multiple price bands.
- Text reminders.
- Web plugins.
- Accounts.
- Statistics and reports.

If you don't see a package that suits you, give us a call and let us build a package to fit your requirements



01/92585178



www.DrivingInstructorServices.com

Terms and conditions apply. All prices quoted are VAT inc. and price per month



Our guide walks you through the main features of driving instructor insurance and explains how you can keep your premium down with driving instructor insurance discounts. Get the advice to help protect your business.

#### What is the difference to standard car insurance?

A standard private motor car insurance policy will cover you for social, domestic and personal use. Some policies also include cover for you to commute to and from a permanent place of work. So, if you drive the car to the same office every day, you will still be insured.

However, as a driving instructor you'll require business use for the driving test and tuition purposes. It is often more expensive than a standard private motor insurance, but it is extremely important to get the right cover to meet the demands and needs of a driving instructor.

#### Why is it more expensive?

Driving instructor car insurance is typically more expensive than standard private motor insurance cover. This is because a driving instructor requires a number of additional covers not included as standard a part of a private motor insurance policy. These can include cover for:

- Any driver
- A replacement dual control car
- Negligent tuition cover
- Driving off road for drivers aged 14+
- Cover for hire and reward
- Cover for the examiner to drive your car
- Cover for modified vehicle (dual controls, sign written, disabled equipment, dual speedo)



For more information or to discuss your cover requirements contact our team on:

01603753888

www.towergateinsurance.co.uk/driving-instructor-insurance

Towergate Insurance is a trading name of Towergate Underwriting Group Limited. Registered in England Number 04043759. Registered Office: Towergate House, Eclipse Park, Sittingbourne Road, Maidstone, Kent, ME14 3EN. Authorised and Regulated by the Financial Conduct Authority.



#### DRIVING INSTRUCTOR INSURANCE **EXPLAINED**

#### Driving Instructor Insurance - features explained

Any Driver Cover - It is essential for your policy to be issued on an any driver basis; this allows you to teach any licensed driver on the road irrespective of previous driving experience or other risk factors. This also allows the examiner to drive if required, as you will not be able to provide his or her details to your insurer prior to your pupil taking their test.

Replacement Dual Control Vehicle Cover - As a business car insurance policy it is important to ensure you get the correct replacement vehicle suitable for your needs. Most standard car insurance products will only offer you a non-dual controlled car in the event of a non-fault incident meaning you're unable to continue working. Many specialist driving • Additional speedo instructor insurance providers will provide you with a dual controlled vehicle in the event of a claim. You should try to find a provider who will supply you with a guaranteed dual control replacement car within 24 hours to enable you continue teaching and sit any pre-booked driving tests. You should also consider how long you may need this vehicle for many providers will only supply a vehicle for a limited period try to find a provider who offers

Negligent Tuition Cover - This cover extends you're driving instructor insurance policy to insure you and any driving instructor engaged by you to whom you have provided a vehicle which is insured under your policy, for your/their legal liability to pupils whilst driving instruction is being

**Driving Off Road Driver Aged 14+** - Some driving instructor insurance policies provide extended cover to allow you to teach pupils off road who are aged 14 or over. This cover is only provided where it can be evidenced that the land you're using the vehicle on does not form part of policy and provide cover suitable for your needs.

the Road Traffic Act 1988. "Restricted byway" means a way over which the public have restricted byway rights within the meaning of Part II of the Countryside and Rights of Way Act 2000, with or without a right to drive animals of any description along the way, but no other rights of way.

Cover for Hire & Reward - As a driving instructor you will be collecting money for giving lessons whilst carrying your client in the vehicle this requires hire and reward to be included within your policy for the purpose of driving tuition and test. Standard private motor policies will not include this type of cover.

- Dual controls
- Additional mirrors
- Sign writing
- · Disabled driving equipment

Modified Vehicle Cover - As a driving instructor you will have a number of additional features added to your vehicle these can include:

- Dual controls
- Additional speedo
- Additional mirrors
- · Sign writing
- · Disabled driving equipment

Most standard car insurance policies will class these as modifications and will therefore not be able to provide cover. It is important to mention these to your insurance provider so that they then can note these on your

### **Driving Instructor Insurance discounts**

Motorists usually pay more for driving instructor car insurance so it is important to try to keep costs down. One way to save money is to compare quotes from a number of different insurers - and it's easy with Towergate. We provide access to a panel of driving instructor car insurance companies and Lloyds Syndicates.

You can help to keep your driving instructor's car insurance premiums down by choosing a low group car, adding additional security or keeping your vehicle

Insurance companies reward careful daim free drivers with lower premiums, so try not to claim unless the damage is serious. You can then build up a no claims discount and potentially cut the cost of cover by as much as 65% No driving instructor wants to pay over the odds for business car insurance but it is also important to remember that the cheapest policy is not always the best. You might, for example, want to pay a little bit extra for more extensive cover. This could save you money in the long run, for example it could provide you with a replacement vehicle for a longer period keeping your business on the road

For more information or to discuss your cover requirements contact our team on:

**01603 753 888** 

www.towergateinsurance.co.uk/driving-instructor-insurance





## **Questions Questions!**



Don't know about you but I've been feeling a bit stressed lately and as is usually the case, I cannot put my finger on it. I've been looking around at various websites and found some useful resources on the Mind website and thought you may also find it useful for you and your students. Here's a video with a helpful reminder of 8 different things we can try to make ourselves feel a bit better when the stress descends.





Remember If you've been struggling with your emotional health prior to lockdowns, we've still got our talk line however, if you feel you have an issue or problem which you'd be prepared to share in a bid to help yourself and others who may be feeling the same way, please feel free to do so. Alternatively, if you feel yours is a deeply private and personal one, please do not feel any pressure to share. Most importantly, please don't go on struggling or feeling that you're on your own. Talking to someone you trust or writing things down that are worrying you is taking the 1st step.

Remember if you want to obtain your test analysis from:

ADI.Enforcement.analysis.request@dvsa.gov.uk

#### Snapshot of your correspondence to us

#### Unavailability of tests

As you might imagine our inboxes have been inundated with emails about the situation with regards to the unavailability of tests, the booking system, and the fact that these cancellation booking sites are able to get tests.

#### Non availability of toilet facilities at Loughborough

Loveday Ryder kindly looked into this issue.

#### Request for ADIs using autos

We had a recent request from a writer for US News based in the UK who wants to report on the growing popularity for automatics and how and when instructors are likely to decide to make the change to automatics. He'd like to talk to a couple of ADIs and then possibly a couple of their students who are learning in autos. If you are an auto instructor and would be happy to talk to him please get in touch.

#### The Hardship Fund is continuing post COVID

If anyone is aware of someone struggling for any reason please encourage them to get in touch with the Fund.

Thank you for keeping in touch with all of your questions. As is usually the case, you've been sending us loads! We always endeavour to answer as many of them as we possibly can via NASP, newsflashes and our recent webinars. If we haven't obtained an answer for you yet, rest assured we will keep trying!

If any of you have a question for us, please do get in touch - you know we love to hear from you! We still actively encourage you to send us any questions that you may have as an individual member or a group and we'll do our very best to answer them for you here at QQQ :-)



## **Members' Corner -** A chance to have your say!



#### Clean and sanitised cars

We are hearing from members about cars being refused tests because examiners consider that the car is not clean. Please remember to make sure your car is as clean as you can make it, all surfaces wiped down with antibac, and perhaps use a lint roller to remove hairs and dust from your seats, carpets and floors.

#### Lack of test availability in the North East

ADIs in the North East have got together to write to DVSA to express their concerns about the lack of test availability. All issues that NASP have raised, and we support their concerns. You can read their letter *here*.

Reply from Mark Magee, Head of Driver Policy at DVSA - Click here to read

#### Nigel at WADDIA

Well done to Nigel Harding at WADDIA who successfully completed a half marathon recently in aid of Bowel Cancer. When Nigel found out that his close friend Steve had the disease he wanted to do something. Well done Nigel, last time I checked you'd raised nearly £900. If you would like to help boost the value of Nigel's efforts. Please make your donation here.



#### Sarah at WADDIA

'Basically members of the public are booking tests and they've NEVER had a single driving lesson. When the news announced they were so many thousand behind, taking months to clear the backlog, people jumped on line booking what they could. Clearly adding to the problem. We then have pupils that CAN drive and need a test and can't get one. I get asked about twice a week to take on someone that has a test booked for anywhere between July-October (Sophie got one for November yesterday) and they dont understand you need a certain amount of time to learn and then they get upset you won't teach them immediately. Even if we wanted to we can't teach anyone immediately as we have our own waitlists of people that have done it the right way round and have queued up. I sort of half suggested/joked if the DVSA could only allow a test to be booked if an instructor received a special email that needed a code to verify the pupil is actually ready. If someone is taught by a parent then they have an hours assessment with an instructor to prove they're ready as well. And all other tests dropped from the system. I'm sure 100's would be released straight away. There's been over 30 no shows the examiners told us last week when usually it's 1 or 2! Now that tells you people are just letting them go because they've realised they can't drive and couldn't get an instructor. It's such a waste!! I know my email/code idea is wildly out there and would never come to fruition but can the ADIJNC speak with the DVSA to address the problem do you think?'

Thank you to all those of you who have written in to us this month on various matters. If you have not seen yourself here, please do let me know and I'll ensure to include a 'big up' for you next month!

## DIPOD - The Driving Instructors' Podcast - Sponsored by ADINJC for the discerning ADI!

Bullseye - 180!

Can you believe it? The latest show from DIPOD is #180 and there's not a caravan or a speedboat in sight. Yes I remember Bullseye only too well! Nick, Elliot and Peter cover a large number of subjects, many revolving around the practical test after the lockdown:

- Expo 2021
- The Covid Effect
- Back Early
- Pass Rates

- Booking Tests
- Terminating Tests
- Booking Trolls
- Electric Vehicles on Test
- Failing Reasons

Show 180 Dipod

- Car Parks
- Emergency Alerts
- Cycling Initiative

#### Catch up now on all 65 minutes and as always, a show not to be missed.

Remember, the guys love to hear from you and your response to the show is always welcomed! www.dipod.co.uk Phone us 08432 892556 E-mail: adi@dipod.co.uk Leave an audio message straight from your PC with the widget on our contact page!

#### Articles we have sent out via Email this Month

- · Weekend bits
- DVSA Testing emergency alerts
- DVSA Restarting newly qualified driver research: driving on motorways
- The UK's must-attend driving instructor show
- DVSA Rescheduling on hold driving tests
- DVSA Continue to work safely during the pandemic
- Something for the weekend
- Traffic Safety Roads June
- Important! Communication problems
- To start the week
- DVSA Increasing the number of driving test appointments
- Changing the membership structure webinar
- DVSA A letter from the CEO to all ADIs

And much more!

#### And Finally - a quote...

'It isn't where you came from. It's where you're going that counts' - Ella Fitzgerald

Once again, my thanks to all those involved with the newsletter, especially Rob at the design studio and those who will be helping me by contributing to the newsletter. If any of you out there would like to contribute in 2021, please do get in touch!

