

Advanced Driver Course Logbook



Contents

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Introduction

What does it mean to be an advanced driver?

Advanced drivers should be able to drive in a safe, smooth and efficient manner at all times.

Through good Observation, sensible Anticipation and accurate Planning (OAP), combined with sound operation of your vehicle's controls, you should deliver a comfortable, progressive drive for your passengers while maintaining safety.

You should be able to recognise the needs of other road users and interact with them safely.

Modern driving aids within the Advanced Driver-Assistance System (ADAS) suite are becoming more commonplace; used correctly, they can complement the skills of an advanced driver and enhance the overall experience. Appropriate use of such technology should therefore be encouraged.

Combining well-developed skills and understanding with developments in technology should make you into a 'thinking driver' and create a safer, more enjoyable driving experience.



Welcome to IAM RoadSmart's Advanced Driver Course – A message from the Chief Examiner

On signing up for your course, you will be introduced to your local group, who will make contact to arrange your training sessions. You will be allocated an Observer for each session, who will arrange to meet you at a convenient public location which is mutually agreed. Each session will be at a time agreed between you and your Observer. You will work together on the various elements within this book. Your Observer will involve you in planning the session.

Each chapter of the book begins with a series of competency statements (the competency sheet); these broadly identify the behaviours expected of an advanced driver. It may be that you already display some or all of these behaviours at times, but we will encourage this to be consistent.

After each competency sheet, the rest of the chapter gives expanded explanations of the competency statements, plus examples and diagrams. This should encourage understanding of how the behaviour needs to be displayed. Your Observer will, with their experience, expertise and passion, help you to bring the behaviours to life.

Use the progress columns to record and reflect on your performance – compare your personal assessment with that of your Observer. You can tick these or use numbers 1-3. If you require development, a three will be recorded and a development plan agreed between you and your Observer. A two means you have consistently achieved the competency, and a one demonstrates the competencies are all interacting seamlessly together.

During your development, the run sheets will be used to show areas that are satisfactory and others that require work to be at the level we expect.

The run sheets deliberately do not mirror the test sheet – we are looking to develop a driver who is prepared for every situation, not just one who is able to pass a test. Detailed explanation in the areas requiring development will be given by your Observer as you progress through the course.

An important part of the development process will be to practise self-reflection. Our aim is to develop a driver who is in the correct position on the road, at the right speed with an appropriate gear engaged, and ready to respond to changing information.

Operation of the controls should be assured and confident to keep the drive Safe, Systematic and Smooth. Restraint should be balanced with progress allowing the drive to flow. If technology is available to make us all safer, we need to understand it and know how to use it to our advantage – but not rely on it – it should be the guardian angel that never has to step in but is always willing to watch just in case.

When you get to test, we are looking to assess the range of skills that have been developed throughout the course. The drive should display the 'quiet efficiency' of an advanced driver. A successful candidate will be more aware than an average driver and will plan their drive to promote safe sharing of the road. A sound understanding of what other road users require, how vulnerable road users may need extra space and the limitations of the vehicle and other vehicles on the road will give an advanced driver confidence to interact safely.

**Thank you again for choosing
IAM RoadSmart and enjoy your
engagement with us.**



1

The human factor

Human factors relate to the person rather than the act of driving. This is the only component of advanced driving not framed by IPSGA. This section refers to behaviours and actions you as an advanced driver should consider in relation to yourself, your vehicle, your journeys and your lifestyle.

- 1a The driver
- 1b The vehicle
- 1c The journey
- 1d The wider world
- 1e Everyday risks on the road

Competency sheet

Human factors

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.

The driver

Put safety first in all driving judgements

Remain calm and considerate of others at all times

Always maintain concentration while driving

Manage any external influences and distractions

Change plans if any factor is likely to impair performance or decision making

Consistently evaluate your own performance, with a view to retaining and developing skills

Apply new found knowledge to improve driving performance

The vehicle

Conduct pre-drive checks correctly and ensure that vehicle maintenance is up to date

Know the performance and features of the vehicle being driven
Can conduct a cockpit drill

Understand the purpose of and conclusions from a moving brake test

Recognise the issues when driving an unfamiliar vehicle

The journey

Understand that the purpose of your journey and time available may influence your driving and decision making

Understand that route choice and planning will influence the way you drive

The wider world

Consider the range of influences that may impact on your driving

Understand how attitude to risk may affect driving choices

Progress

1st

2nd

3rd

Achieved all competencies

Date

1a The driver

There are a number of personal qualities or behaviours that you as an advanced driver must demonstrate

Put safety first in all driving judgements

- Remember: no journey is so important that safety can be compromised. Never put yourself or others in harm's way

Remain calm and considerate of others at all times

- Always be aware that your decisions and actions may have an effect on other people
- Recognise that the road space needs to be shared and that this is most successfully achieved when everyone communicates and cooperates
- As well as complying with legislation and the Highway Code, set a good example to other road users
- Display courtesy to other road users

Always maintain concentration while driving



Concentration can be defined as: 'The action of focusing all one's attention' (*Oxford English Dictionary*)

- Be able to focus on your driving while disregarding any unrelated factors
- Be able to manage driving-related tasks, such as identifying road junctions

Manage any external influences and distractions

- Remain in charge and not be negatively influenced or distracted by friends or passengers
- Know that recognising these influences and distractions is your first step to successfully overcoming them
- As hands-free telephones have a detrimental effect on concentration, despite being legal and commonplace, avoid use
- Always pull over somewhere safe to answer a call

Change your plan if any factor is likely to impair your performance or decision making

- Be aware of any physical influences that might impair your decision making and ability to drive safely

For example: if you start to feel tired or experience physical discomfort while driving, you should consider whether you are still able to fully concentrate

Similarly, if you feel angry, frustrated, anxious or frightened, you should find somewhere to stop safely and try to deal with those outside influences. In the longer term – use the experience to develop new methods for managing the influences prior to driving

Consistently evaluate your own performance, with a view to retaining and developing skills

- The IAM RoadSmart approach to driver development seeks to encompass all of the components necessary to produce safe, well-rounded drivers. It encourages self-reflection as a means to develop as an advanced driver
- Remember: a mistake can often be defused with just an apologetic wave
- Always assess your vehicle control and driving performance as if through the eyes of a third party
- Consider the time of day, the route and any potential negatives, such as tiredness, stress, the effects of illness, prescription medication and traffic conditions. Consider IAMSaFE (Illness, Alcohol, Medication, Stress, and Fatigue, Emotion)
- In terms of the bigger picture, have an understanding of how driving fits into your lifestyle and life goals

Apply new found knowledge in order to improve driving performance

- Advanced drivers are constantly learning and developing. Always use any new-found knowledge to improve your driving performance

1b The vehicle

There are certain key actions that you must take as an advanced driver in relation to your vehicle

Conduct pre-drive checks correctly and ensure that vehicle maintenance is up to date

- Have an ordered approach to checking your vehicle. You should undertake that check to a high standard, remembering that your primary concern is always safety
- Many modern vehicle's have extended maintenance intervals and so be aware you may clock up a lot of miles/time between services. Adhere to the vehicles service schedules
- Even the most sophisticated checking systems will not detect every problem. You must also visually inspect your vehicle.
- If any doubts arise, have your vehicle checked by a professional

Know the performance and safety features of your vehicle – and have the ability to conduct a cockpit drill detailing them

- Be aware of your vehicle's capabilities to remain safe and legal
- Remember: maximum appropriate acceleration will vary considerably from vehicle to vehicle
- Be aware of the safety features and aids fitted to your vehicle, and be prepared to explain them. Remember: your vehicle manual will be a good source for the information

For example: when starting your vehicle, you should know which warning lights should come on – and when they should go off

- Understand the benefits of ADAS systems fitted to the vehicle, how they operate and when appropriate to adjust or temporarily disable
- Know when to stop and investigate if a warning light comes on during a drive

- Remember:
If it is red – check as soon as it is safe
If it is amber – check the next time you stop

- Be able to demonstrate sound knowledge of the gearbox fitted to your vehicle

Understand the purpose of and conclusions from a moving brake test

- Remember: while a modern vehicle may display a warning light in the event of a brake failure, the effect of an obstruction or other outside influence won't be monitored
- Be able to conduct a moving brake test at a low speed to safely assess that the vehicle pulls up evenly on all wheels with no adverse effect on the steering
- Notice if the braking system makes any untoward noises
- Know the required pressure on the pedal to slow and stop your vehicle – and be aware of the performance of the tyres in the given conditions

Recognise the issues when driving an unfamiliar vehicle

- Always be prepared to conduct a cockpit drill to get to grips with an unfamiliar vehicle and any features which may affect the way you drive it



1c The journey

There are certain important factors that you as an advanced driver must be aware of in relation to the journey

Understand that the purpose of your journey and the time available may influence your driving and your decision making

- Always consider the purpose of the journey and whether it is likely to change

For example: an observed drive may, on conclusion, become a drive to visit friends or to pick-up children, so priorities may change

- Similarly, be aware that if time is short, that may become the focus of your concentration and affect your decision-making process and attitude towards other drivers

For example: you should not become less willing to share space nor more aggressive in your communication

- By recognising these changes at an early stage, you can manage them effectively

Understand that route choice and planning will influence the way you drive

- Consider your knowledge of the route and the possible effects of how you choose to get there

For example: if the bypass is closed and you have to go through the town centre unexpectedly, how might that affect the way you approach the drive? If you are relying on sat-nav and it fails, can you deal with it?

- When undertaking a longer journey, break it up with appropriate stops every two hours or 100 miles (whichever comes sooner)

1d The wider world

Driving doesn't happen in a vacuum; it is part of life. As an advanced driver, you should therefore be aware of the possible impact other lifestyle factors may have on your driving. In particular, you should:

Consider the range of influences that may impact on your driving

- Consider whether your peer group's view of how to behave on the road differs from that of a careful and competent driver
- Consider how peer group pressure might influence your attitudes and behaviour when driving
- Similarly, consider your focus when driving

For example: The focus of a commercial salesperson en route to their next meeting, a delivery driver under pressure to complete their round, or a grandparent taking a child to the park will differ

Understands how attitude to risk may affect driving choices

- Remember: a thrill-seeking, try-anything-once approach to life can easily translate into risk-taking behaviour on the road. This is unacceptable in an advanced driver
- To counter this risk:
 - Pause to consider the negative consequences of any risk-taking behaviour
 - Effectively manage any behaviour that may lead to inappropriate risk-taking

1e Everyday risks on the road

Remember that every time you take to the road, you are facing a range of potential hazards. Look at this photo, which highlights some of the risks you may encounter in your day-to-day driving

Distracted driver

- Brushing hair
- Moaning children
- Late for school
- Shoes in footwell
- Exhausted

Unfit driver

- Poor eyesight
- No test taken
- The shakes
- Panicked
- Drowsy due to medication

Unlicensed driver

- No licence
- No insurance
- No car maintenance
- Bad attitude

Multi-tasking driver

- Eating fast food on his knee
- On the phone
- Fiddling with sat-nav
- Changing song
- Reaching for cigarettes on back seat
- Admiring reflection

Stressed business driver

- Awake since 5am
- Late for an appointment
- On the phone
- Feeling road rage
- Worried about tomorrow's presentation

New driver

- First time driving alone
- Never been in this much traffic
- Confusion over signs and lanes
- Panicked

Other possible hazards

- Petrol spillage
- Car with broken brake lights
- Car with poor brakes/worn tyres
- Potholes
- Worn road markings
- Low, blinding sunlight
- Hidden signposts



An aerial photograph of a winding asphalt road that curves through lush green, rolling hills. A small red car is visible on the road. The hills are dotted with small trees and patches of darker green vegetation. The sky is not visible, as the hills fill the upper portion of the frame.

2

IPSGA

Information, Position, Speed, Gear and Acceleration –

This is the system at the core of advanced driving

The purpose of IPSGA is to promote safety and prevent collisions by encouraging drivers to adopt a systematic approach to any hazard. In this case, a hazard is 'anything which contains an element of actual or potential danger'.

IPSGA runs like a spine through the entire Advanced Driving Course. It promotes careful Observation, sensible Anticipation and accurate Planning (OAP). Your driving plan is made on a combination of what can be seen, what cannot be seen and the circumstances that can reasonably be expected to develop. Combined with accurate use of the controls and good communication with other road users, this is the mark of an advanced driver.

2a Summary

2b Using IPSGA on a right-hand turn

2c Information

2d Position

2e Speed

2f Gears

2g Acceleration

Competency sheet

IPSGA and timing of IPSGA

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.

Apply IPSGA appropriately

Time IPSGA correctly

Progress

1st	2nd	3rd

Achieved all competencies

Date

2a Summary

On approach to any hazard, each stage of IPSGA should be considered in sequence

As circumstances change and new information becomes available, the system can be revisited at the appropriate stage

I
N
F
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A
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O
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I

Information

Gather and process relevant information in order to make accurate decisions about driving. Communication is also important, as clearly conveying intentions allows for road space to be shared more effectively with other users

P

Position

Position vehicle appropriately in all traffic situations

S

Speed

Travel at the appropriate speed in all traffic situations

G

Gear

Select the appropriate gear for the chosen speed in all traffic situations. If driving an EV or an automatic, no gear is required, but allow the vehicle to settle

A

Acceleration

Apply the appropriate degree of acceleration to leave any hazard safely

2b Using IPSGA on a right-hand turn



Always take care to look out for pedestrians, cyclists and motorcyclists!

ACCELERATE – Maintain a positive throttle through the turn to maintain chosen speed. When the wheels are straight, accelerate to an appropriate speed.

GEARS – Once you are at the right speed, select the correct gear, allow the vehicle to settle. Before turning, make a final offside mirror check. In an EV, a gear change will not be required; however, allow the vehicle to settle at this point.

SPEED – Check your mirrors. While signalling, brake progressively to a speed which will enable you to safely complete the manoeuvre.

POSITION – Check your mirrors. Carefully move the car towards the centre of the road, observing road width, lane markings and any potential obstructions.

INFORMATION – Gather information throughout the manoeuvre. Check your mirrors and signal before changing course and maintain good all-round vision. Look out for pedestrians and cyclists as well as other vehicles.

2c Information

There are three aspects to effectively gathering information and communicating well with other road users:



Take information

As an advanced driver, you should:

Look all around, scanning to the front and sides of your vehicle

- Remember: the further you project your vision, the more information you will gather

Consistently use your mirrors and check into potential blind spots

- Use your mirrors throughout the IPSGA stages. Check for any blind spots

Look for information given by other road users

- Where possible, make eye contact with other drivers to assist in communication, as well as looking at the position of other vehicles

Gather visual information from a number of sources

For example:

- Manure on the road may give early warning of horses in the area
- Fresh mud on the road may indicate a tractor ahead

Make good use of other senses

For example:

- The smell of diesel may identify a slippery road surface
- The sound of a car horn may give warning of an as yet unseen hazard
- A siren will signal the presence of an emergency vehicle

Use information

As an advanced driver, you should:

Use the information gathered to plan how to deal with identified hazards

Prioritise hazards to stay safe

- Consider which hazard is closest and which presents the greatest risk. Deal with the most important first

Use observation links to anticipate how your driving may be affected

- By identifying seemingly normal items such as bins at the roadside or a church steeple in the distance you can adjust your driving plan for possible problems

For example:

- The bins are out = I am expecting to see the collection lorry = I am planning to deal with that
- Church steeple in view = I am approaching a village = I should limit my speed

Give information

As an advanced driver, you should:

Reinforce the information given by your vehicle's position and speed with accurate signalling

- If any other road user may benefit from a signal, give it clearly and in good time

While a signal alone may not convey a driver's intention, it can prove useful alongside other factors, such as a change in road position and/or speed

- Remember that signals can be misinterpreted

For example: a flash of headlamps could be interpreted as a warning or an invitation

It is important to check mirrors before signalling and recognise that giving a signal does not also give the right to carry out the intended manoeuvre

- Remember: certain road users fall into the vulnerable category. Be particularly mindful of cyclists, horse riders and pedestrians and keep them safe with timely accurate communication

Be aware that following traffic will not always share your level of awareness

- Consider showing brake lights to other vehicles even when slowing down using acceleration sense. This is an excellent example of how through observation, anticipation and communication, advanced drivers can help to keep other road users safe

Make eye contact with other drivers to assist in communicating your intentions

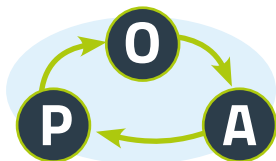
- Make eye contact to give information, and this is also a good way to TAKE information

Use other communication methods, such as sounding your horn or flashing your lights, only when it's appropriate to let other drivers know you are there

Observe, Anticipate and Plan (OAP)

As you drive, you should continuously observe what is happening around you, noticing any potential hazards. As you anticipate a hazard, you should then plan what you will do. By anticipating what could happen, you gain more time to act and respond safely

For example: a child on the pavement might step out. What will you do?



2d Position

Position your vehicle accurately on the road to reduce the risk of a collision. However, remember the ideal position will vary according to specific circumstances, such as road layout, surface and traffic conditions

As an advanced driver, you should:

Always consider safety first

- Do not relinquish safety for any other perceived advantage
- Position your vehicle to see and be seen

Be aware of potential hazards on both sides of your vehicle

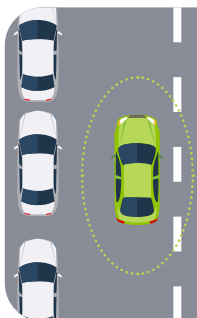
- Be aware of hazards to the nearside – cyclists, pedestrians, parked vehicles and their occupants are all examples of who and what might present a hazard, as are other drivers pulling out of junctions
- Be aware of hazards to the offside – there is potential conflict with oncoming traffic

Assess your speed when moving to the nearside or the offside

For example: when it is not possible to allow a door-width of room when passing a parked car, you should slow down so you have time to react if a door were to open

Be particularly aware of cyclists and motorcyclists when adopting your position

For example: they may be unseen to the nearside or filtering past on the offside



Good advanced drivers observe, anticipate and plan ahead, effectively creating a safe working space or flexible 'safety bubble' around their car. The size and shape of the 'bubble' needs to be varied to prioritise hazards

Position yourself at least two seconds behind any vehicle you are following

- Remember: this allows enough time to respond if the vehicle ahead slows down. It gives you better vision beyond it, and enables you to develop an overtake, if appropriate

Take up the appropriate position for turning, depending on the size of your vehicle, the road width and layout, and other traffic

- To turn left – position yourself in the centre of the left-hand lane on the approach to a junction when turning from major to minor. When at a T-junction stay to the left of the junction (following the contour) to avoid other traffic moving down your nearside.
- To turn right – position yourself towards the centre of the road, paying particular attention to oncoming traffic. If in any doubt, you should stay away from the centre white line. At a T-junction, be mindful of traffic turning in.
- When stopping behind other traffic – you should use the 'tyres on tarmac' guide.

Stop far enough back so you can move around the vehicle in front without reversing

- As a guide, this is the point where you can see the wheels of the vehicle in front meet the road (hence 'tyres on tarmac'). This will also prove safer if you are struck from behind

Optimum positioning for bends and corners, and when overtaking, is dependent on a number of factors. These are discussed in detail in later sections of this book

2e Speed

For the purpose of IPSGA, the correct speed is 'the speed required to negotiate the hazard safely'. As with all stages, this is influenced by the information gathered plus other factors such as the vehicle type, the road, weather and traffic conditions

As an advanced driver, you should:

Recognise that the speed phase of IPSGA is not about making progress but adjusting to a safe entry speed for the hazard

Continually assess the speed requirement and adjust it accordingly in relation to the changing information and priorities identified

For example: a damaged road surface or mud on the road demands a slower speed for safe entry to a bend than is normally required

Similarly, if there are vulnerable road users close to a hazard, you may need to further reduce your speed

Be aware that smooth operation of the accelerator and brakes are essential qualities in an advanced driver

Understand how smooth and accurate progressive braking covered under core driving skills is desirable as it allows for safe speed reduction

Understand how regenerative braking works when driving an EV or hybrid



2f Gears

Accurate use of the gears allows an engine to deliver the required performance in all situations

As an advanced driver, you should:

Develop sound knowledge of the performance of your vehicle in each gear

- Use your knowledge so it becomes easier to choose an appropriate gear and to know when a gear change will be needed

Engage the correct gear for the speed you are driving now, while taking account of what may be required in the immediate future

- Select a gear with sufficient flexibility to allow for speeding up and slowing down
- Consider other factors, such as fuel economy, vehicle sympathy (not over-revving or allowing the engine to labour) and the amount of acceleration required

Conduct gear changes in a smooth, steady manner

- In a manual vehicle, be capable of changing to your chosen gear without using an intermediate gear. This is termed 'block changing'. The vehicle will settle at this point
- Operate an automatic gearbox appropriately
- In an EV a gear change will not be required; however, allow the vehicle to settle at this point

When required, match engine revolutions to road speed

Know when to select neutral if stationary for a period of time

2g Acceleration

For the purpose of IPSGA, acceleration is mainly concerned with your ability to leave any hazard safely

As an advanced driver, you should:

Assess a number of factors when deciding on the correct amount of acceleration you need to apply

- Remember: the correct degree of acceleration will allow for safe, unobtrusive progress
- To achieve this, it's important to take all of the limiting factors into account

For example:

- The speed limit, the condition of the road surface, grip and weather conditions
- The proximity of the next hazard

Understand that advanced driving is not about making maximum progress; it is about making the level of progress required for the particular journey safely in the given conditions

- Remember: The correct timing of IPSGA is paramount in achieving a safe, smooth drive



3

Core driving skills

Core driving skills include those required to operate a vehicle's controls with a degree of finesse.

For example, the ability to change gear in a smooth and timely fashion, to steer accurately and to accelerate with due consideration. Accurate information gathering will be key to implementing these skills effectively.

The overall impression should be of a careful and competent driver who is relaxed and in control.

- 3a** Information
- 3b** Position
- 3c** Speed
- 3d** Gear
- 3e** Acceleration

Competency sheet

Core driving

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.

Information

Demonstrate early and accurate identification and anticipation of hazards by raising and expanding vision

Check the appropriate mirrors before altering your position or speed

Through observation, be aware of how other road users may affect your decisions

Use all appropriate signals to communicate with other road users

Position

Hold the steering wheel in a way that allows for a full and accurate range of movement

Demonstrate a smooth steering action which allows for easy use of the other controls

Steer the vehicle accurately to maintain a stable, safe and appropriate course with the capacity to change direction, if required

Speed

Demonstrate smooth acceleration, deceleration and accurate use of 'acceleration sense'

Demonstrate smooth and accurate braking (make use of regenerative braking EV/Hybrid)

Hold the steering wheel with both hands during braking/accelerating

Gear

Demonstrate an ability to select the correct gear on every occasion

Make all gear changes smoothly, matching engine revolutions where appropriate

Position the steering for the required course when a gear change needs to be made while negotiating a hazard

Manual vehicles - select the correct gear straightaway

Automatic vehicles - use the vehicle's gear selector to best advantage

Electric vehicles - single-speed transmission

Acceleration

Accelerate smoothly when vision and speed limits permit

Progress

1st

2nd

3rd

Achieved all competencies

Date

3a Information

As an advanced driver, you must be able to:

Take information

Demonstrate early and accurate anticipation and identification of hazards by raising and expanding vision

- Lift your vision and look in all directions for early signs of potential problems
- On identifying a hazard, plan how to deal with the situation
- Use your mirrors to link information on the hazard to what's happening behind you
- Always check both ways at junctions
- At roundabouts, be aware of danger from the right, and of other traffic entering the roundabout at speed
- Be aware of responding emergency vehicles

Check the appropriate mirrors before altering your position or speed

- Before slowing, check the appropriate mirror
- To move out, check offside mirror
- To move in, check nearside mirror
- Use blind-spot checks, whenever needed
- Remember: the overall aim is to maintain a safe operating space or 'safety bubble'

Use information

Through observation, be aware of how other road users may affect your decisions

- Give extra space to vulnerable road users, such as pedestrians, cyclists, motorcyclists and horse riders
- Always be prepared to share or give up space for safety
- Remember: planning for the worst scenario can help you deal with it safely

Give information

Use all appropriate signals to communicate with other road users

- Be aware that vehicle position assists communication
- Give signals in a timely fashion to communicate intentions
- Use indicators, brake lights and even arm signals if required
- Look at the other drivers, not just at the vehicles, to communicate
- Only use headlamps or horn to alert another road user to your presence – never as a rebuke

3b Position

As an advanced driver, you must be able to:

Hold the steering wheel in a way that allows for a full and accurate range of movement

- Maintain a light grip, ready to exert a tighter grip if required
- Keep arms slightly bent to prevent accidental movement of the steering wheel

Demonstrate a smooth steering action which allows for easy use of the other controls

- Use a steering method that is comfortable and allows for a full range of movement with little physical effort
- Remember: Pull-Push steering enables safe and efficient use of other controls
- Remember: fixed, grip steering is an option for smaller movements of the wheel as long as your arms don't cross
- Be aware that a comfortable seating position is important for accurate steering

Steer the vehicle accurately to maintain a stable, safe and appropriate course with the capacity to change direction if required

- Be aware that the type of vehicle, any power assistance and the mechanical set-up may influence your steering method

Remember:

- A straight course should require little or no steering input
- Positive inputs will be required to substantially alter your position or turn your vehicle
- Accurate and consistent outcomes are the most important factor

Additional points on positioning for specific hazards such as bends and roundabouts can be found in the relevant sections of this logbook

3c Speed

Acceleration sense is the ability to vary vehicle speed in response to changing road and traffic conditions by accurate use of the accelerator, so that you use the brakes less or not at all. It requires active OAP to be implemented correctly

As an advanced driver, you must be able to:
Demonstrate smooth deceleration and accurate use of 'acceleration sense'

- Remember: a vehicle begins to slow as soon as the accelerator is released. If this is done in a controlled fashion, it will help to maintain stability. In lower gears, the effect is more noticeable; similarly, regenerative braking systems in hybrid vehicles will further increase the retarding effect
- In addition to using acceleration sense, be aware that your brake lights may be needed to communicate in certain circumstances

Demonstrate smooth and accurate progressive braking (make use of regenerative braking EV/Hybrid)

- Use gentle pressure on the pedal to settle the vehicle onto its front suspension
- Use firmer braking to lose speed, as required
- Give a gentle release of pressure to allow the suspension to settle
- Adjust regenerative braking where appropriate; manage transition between regeneration and mechanical braking system
- Although described in three stages, take care to ensure a smooth, progressive and seamless transition

Hold the steering wheel with both hands during braking/accelerating

- Hold the wheel with two hands while accelerating or braking to retain stability; this will help prevent accidental changes in course
- Note: in the later stages, at very slow speed, it is acceptable to release the wheel to engage a suitable gear, e.g. 'a rolling first gear'



3d Gear

As an advanced driver, you must be able to:
Demonstrate an ability to select the correct gear on every occasion

- Make smooth and accurate gear changes at all times

Make all gear changes smoothly, matching engine revolutions where appropriate

- Employ a rev on the down change or sustained accelerator pressure to match engine revs to road speed, if necessary, to achieve a smooth gear change
- Recognise when this isn't required

For example: when selecting a rolling first gear or when road speed is very low

- Understand when a planned overlap is appropriate
- Remember: for simple junctions at slow speeds, it will be safe to overlap brakes and gears. Finish the gear change and engage the clutch before steering

Position the steering for the required course when a gear change needs to be made in a hazard

For example: select a gear with the steering set for the required course on a roundabout; the steering position should be held constant while the gear is selected

Manual vehicles

Select the correct gear straightaway

- Know the approximate performance of your vehicle in each gear
- Preferably, select any gear without engaging an intermediate gear (block changing). Remember: this is an option, rather than an ongoing requirement. In certain high-compression modern vehicles, the manufacturer may recommend an intermediate gear to prevent the vehicle stalling. Be guided by your vehicle handbook

Automatic vehicles

Know how to use an automatic gearbox

- Be aware of how to correctly select gears using either paddles or gear selector
- Be aware of additional functions and modes
- Be able to describe circumstances in which a manual selection of a gear may assist
- Be able to operate the gearbox correctly to maintain stop/start function. Remember: the vehicle handbook will detail whether neutral or park needs to be selected when stationary for any period of time
- Be aware of additional driver selectable modes that may affect the performance of the vehicle, not necessarily only the gearbox

Electric vehicles

Single-speed transmission

- Remember: generally, electric vehicles only have one forward gear
- Secondary use of this phase in the system is to stabilise the vehicle
- Consideration of a gear that is not required will fulfil this need

3e Acceleration

As an advanced driver, you must be able to:
Accelerate smoothly when vision and speed limits permit

- Apply the correct degree of acceleration to leave the hazard safely
- Remember: acceleration should be brisk and business like, with due regard to speed limits, weather and traffic conditions
- Allow sufficient time to gather information for the next hazard requiring IPSGA application
- Consider the requirements for eco driving. Think: is it necessary to gain speed quickly? Is a higher gear more appropriate?



4

Bends

Gain as much information as possible by looking across the bend, watching other traffic and responding to the signage on approach.

Position to prioritise safety, the stability of your vehicle and where possible an extended view into the bend. Allow time for accurate system application on the approach.

Make position changes smoothly, fully engage the required gear and endeavour to have a positive throttle application when entering the bend. Be mindful that changes in information may require the system to be revisited.

The use of the limit point technique will help adopt a pace through the bend that allows progress where possible but that prioritises restraint where required. When you hone your technique, you will not only enhance your driving confidence but reduce wear on your vehicle and improve fuel efficiency.

4a Negotiating bends

4b Limit point – right-hand bend

4c Limit point – left-hand bend

4d Information

4e Position

4f Speed

4g Gear

4h Acceleration

Competency sheet

Bends

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.

	Progress		
	1st	2nd	3rd
Information			
Actively scan the road to the limit point in the distance and back			
Build awareness of other road users' position and activity			
Position			
Position correctly on the approach to a bend: In a right-hand bend – towards the nearside bend In a left-hand bend – towards the offside			
Position correctly throughout the bend without compromising safety			
Speed			
Use the limit point correctly and be able to stop within the distance seen to be clear on your own side of the road			
Use appropriate speed to negotiate the bend safely			
Gear			
Select and engage the appropriate gear for the speed and circumstances			
Engage gear before steering in a manual vehicle			
Acceleration			
Maintain appropriate accelerator application to retain stability			
Accelerate to an appropriate speed in relation to hazards			

Achieved all competencies

Date

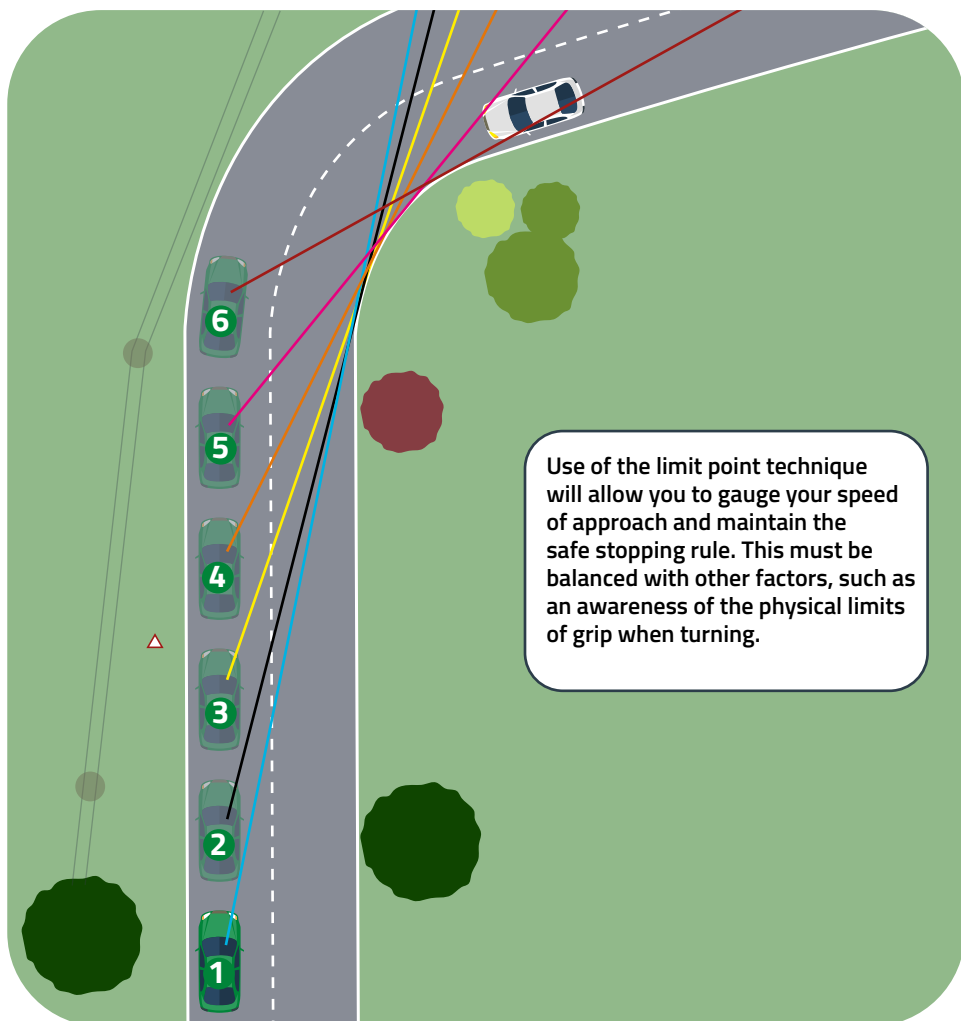
4a Negotiating bends

Safely negotiating bends requires an awareness of the road ahead, for example, to ensure there is sufficient space to stop within the distance that is seen to be clear on your own side of the road

You must prioritise Safety, Stability and Vision throughout the bend

There are five key principles of cornering:

- Use the correct position on approach
- Travel at the correct speed
- Have the correct gear for that speed
- Be able to stop in the distance you can see to be clear on your own side of the road
- Apply positive acceleration to maintain speed and balance through the bend

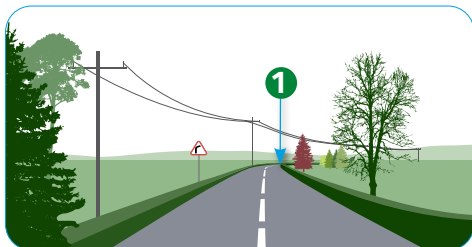


4b Limit point – right-hand bend

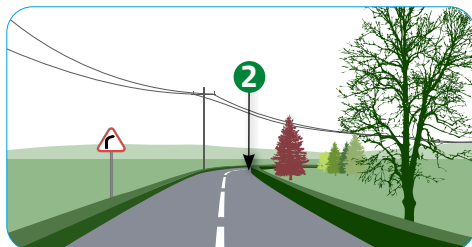
It is the point where the two edges of the road appear to meet. On a left-hand bend, you should treat this as where the left-hand verge appears to meet the centre line

The Limit Point of Vision is the furthest point to which you have an uninterrupted view of the road surface

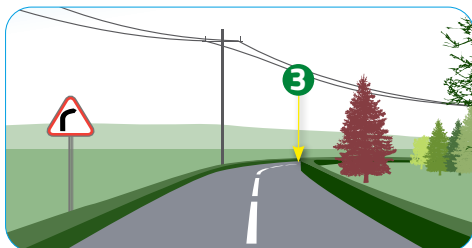
You can also use the limit point technique on a brow or crest where the road surface slowly comes back into view



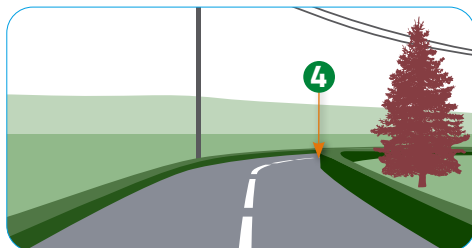
At 150 metres, the limit point appears to be getting closer, the distance available to stop is reducing; slow down your approach.



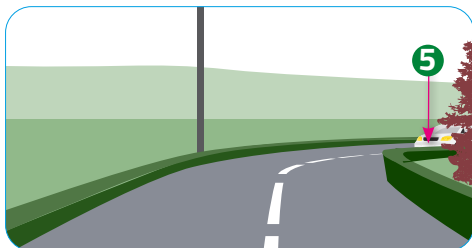
At 80 metres, the limit point is moving but not as fast as we are approaching; continue to slow, we still need more space to apply the safe stopping rule.



At 40 metres, the limit point appears to be moving at the same pace as we are approaching. We could stop, but need a margin for error; slow slightly more.



At 30 metres, the limit point is now matched at eight-tenths; we can safely stop in the distance we can see to be clear on our side of the road.

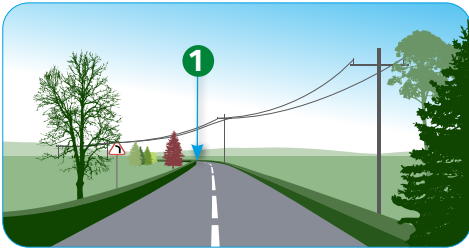


At 20 metres, the limit point is moving away constantly, we can continue safely at this speed with a flexible gear engaged.

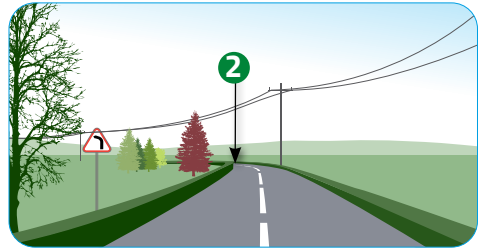


The limit point appears to move away; we can consider improving our speed as the road straightens up.

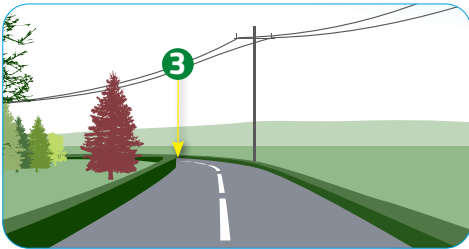
4c Limit point – left-hand bend



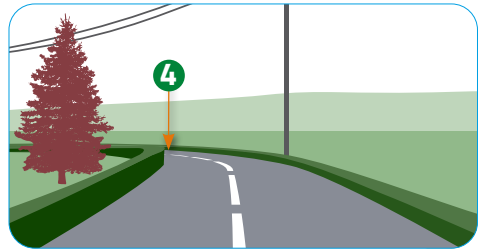
At 150 metres, the limit point is getting closer, the distance available to stop is reducing; slow down your approach. Remember, the limit point is the centre of the road.



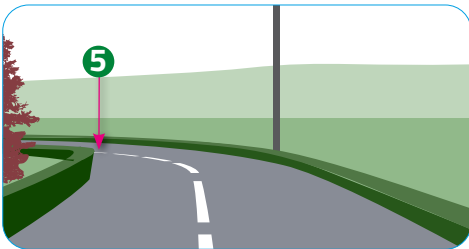
At 80 metres, the limit point is moving but not as fast as we are approaching; continue to slow, you still need more space to apply the safe stopping rule.



At 40 metres, the limit point appears to be moving at the same pace as we are approaching; we could stop, but need a margin for error. Slow slightly more.



At 30 metres, the limit point is now matched at eight-tenths; we can safely stop in the distance we can see to be clear on our side of the road.



At 20 metres, the limit point is moving away constantly, we can continue safely at this speed with a flexible gear engaged.



The limit point appears to move away; we can consider improving our speed as the road straightens up.

4d Information

As an advanced driver, you must be able to:

Actively scan the road to the limit point in the distance and back

- Remember: by looking ahead and scanning back, you give yourself more time to respond to the situation ahead. This scanning, or visual sweeping, should be a continuous process
- Look across a bend so you can better plan how to deal with it; you may see other vehicles and/or further hazards
- Similarly, look for hedge or tree lines and lamp posts, etc. which may give you an indication of the severity of the bend

Build awareness of other road users' position and activity

- Be aware of signs and signals
- Remember: the more you can see of the side profile of other vehicles appearing or disappearing through a bend, the sharper it is
- Notice the speed of other road users – this may also indicate the severity of a bend
- Remember: if the vehicle in front is showing its brake lights, this may indicate a problem through the bend. You may need to change position or speed, or indicate to traffic behind that there may be a problem
- Look at the position of approaching road users – this may also indicate that a change of speed or position is required

In a right-hand bend – a position towards the nearside will usually afford a better view, but be aware of nearside hazards **(View)**

In a left-hand bend – a position towards the offside of your lane will usually afford a better view. Be particularly aware of hazards from the offside and on coming traffic **(View)**

- The presence of other road users may affect your position, either on the approach or through the bend
- Physical features, such as junctions or changes to road surface, may also require a change of position
- In areas with lower speed limits, a more central position within the approach lane may be preferable, as extreme positioning may cause confusion to other road users

Position correctly throughout the bend without compromising safety

- Where view permits, it may be safe to take a straighter line through a bend
- It may be possible to do this within the confines of one lane with no effect on other road users
- You must have an unhindered view of the road surface and both edges, to be certain there are no unseen hazards
- Always check mirrors and appropriate blind spot before straightening a bend
- If in doubt, do not straighten

4e Position

As an advanced driver, you must be able to:

Position correctly on the approach to a bend

- Remember: safety must not be compromised when positioning for a bend **(Safety)**
- You must be able to achieve the correct position smoothly without destabilising the vehicle, generally: **(Stability)**

4f Speed

As an advanced driver, you must be able to:

Use limit points correctly and be able to stop within the distance seen to be clear on your own side of the road

- Use IPSGA correctly and match the limit point of vision to your speed of approach to give you a safe speed at which to negotiate a bend
- Adjust speed in good time to allow time to select the appropriate gear

- Match speed to the rate at which the limit point appears to move
- Remember: the limit point will appear to be static, moving or matched relative to your approach. Your Observer will explain and/or demonstrate this in action. They will demonstrate how to adjust your speed of approach in order that you will always be able to stop within the distance you can see to be clear on your own side of the road
- On a left-hand bend, the limit point is on the far side of the road. In these circumstances your safe stopping distance is marked by the centre line of the road, so speed needs to be adjusted accordingly

Use the appropriate speed to negotiate the bend safely

- Remember to maintain vehicle stability and to be aware of any hazards when negotiating a bend
- You must continually reassess the limit point by scanning ahead, back and across the bend and adjust speed as necessary

4g Gear

As an advanced driver, you must be able to: Select and engage the appropriate gear for the speed and circumstances

- Consider which gear will be both flexible and responsive without causing the engine to labour or over-rev

Engage gear before steering in a manual vehicle

- Select the appropriate gear before steering to help to balance the vehicle through a bend
- Look ahead and plan – this will enable you to maintain the appropriate gear for future hazards
- In an automatic, allow time for the vehicle to engage the correct gear, or manually select it if appropriate (it may be advantageous to select the gear manually and hold it throughout the bend)
- If driving an EV, you will not need a physical gear change but at this point in the system, give it consideration to allow the vehicle to balance after the speed phase

4h Acceleration

As an advanced driver, you must be able to: Maintain appropriate accelerator application to retain stability

- Apply the accelerator gently to allow a vehicle to maintain speed and stability through the corner. You may need to vary this depending on the severity of the corner and in light of changing circumstances

Accelerate to an appropriate speed in relation to hazards

- Accelerate when improving vision and prevailing speed limits allow, taking into account any future hazards
- Make all acceleration smoothly, without coarse adjustments. This is best described as 'brisk and businesslike'.





5

Junctions and roundabouts

Junctions take many forms – we can turn left, right or straight over, major to minor or minor to major. We may have to stop or give way. It is essential that we follow the rules of the road, the road markings and deal appropriately with other traffic movement. Extra care needs to be afforded to vulnerable road users and extra caution applied.

Roundabouts are generally a complicated form of a junction. The principles for dealing with both are generally the same. Early vision and accurate information are what allow you to make your plan to stop or proceed with safety.

5a Junctions

5b Roundabouts

5c Information

5d Position

5e Speed

5f Gear

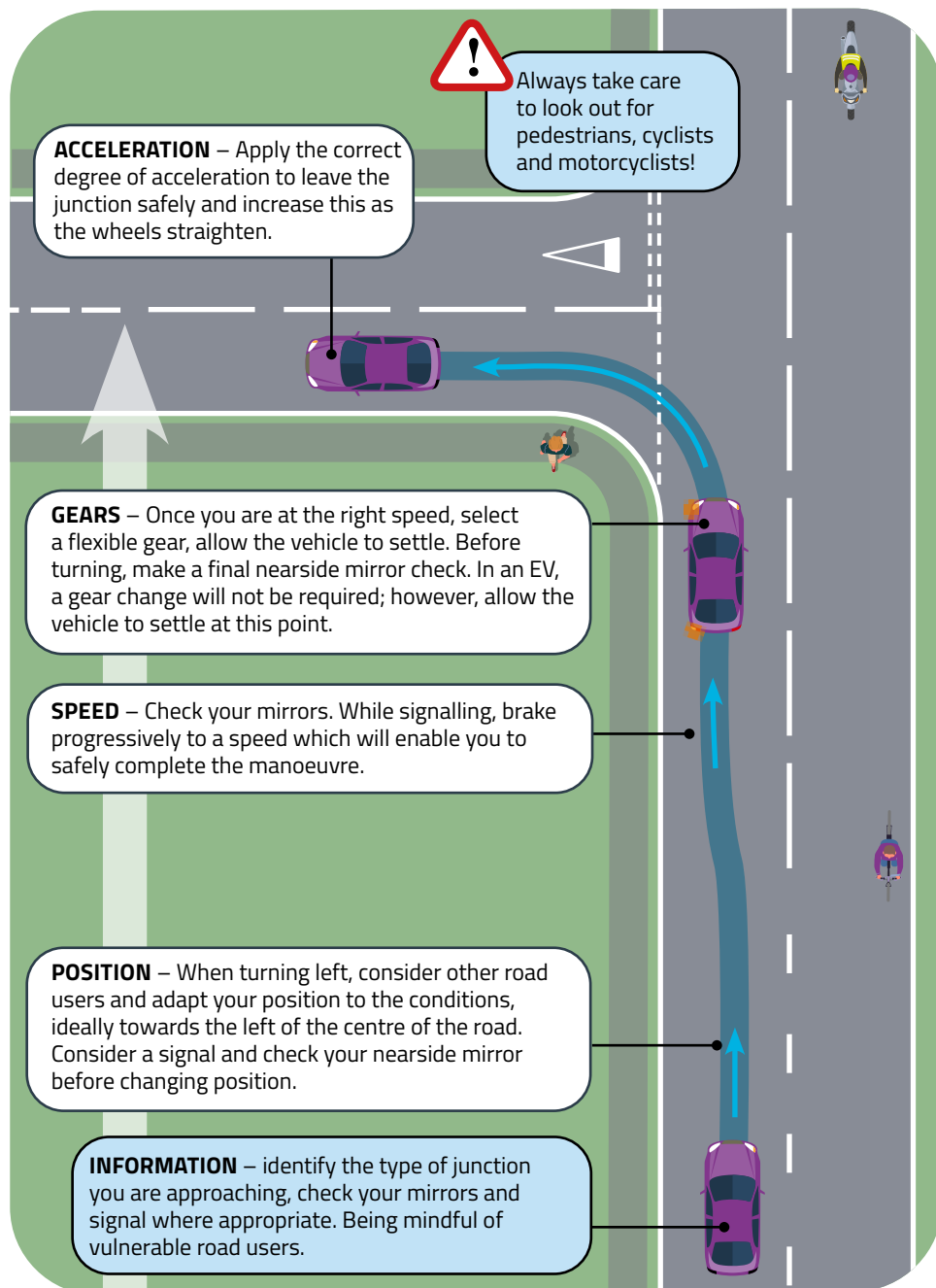
5g Acceleration

Information
Identify the type of junction system you are approaching
Monitor your speed and distance on approach
Assess the speed and position of other road users
Identify hazards and prepare for situations that may arise
Identify the best position to enter, negotiate and leave the junction or roundabout
Check mirrors and blind spots before deciding on your actions
Consider your signals prior to changing position
Accurately identify the first entry gap that is safe to use
Identify the correct exit and look for an early view into the exit road
Position
Adopt the appropriate position without causing others to alter course or speed
Speed
Accurately adjust speed in relation to the physical features of the junction or roundabout and traffic flow
Gear
Select and engage the appropriate gear for the speed and circumstances
Acceleration
Maintain correct acceleration application on entering, negotiating and leaving the junction or roundabout

Achieved all competencies **Date**

5a Junctions

We have depicted a right turn (major to minor) in the IPSGA chapter. Below is an example of a left turn (minor to major). Look at how IPSGA is applied to making a left turn into a junction



5b Roundabouts

When approaching a roundabout, the aim is to keep the car moving as long as it is safe to do so; an aim summed up in the phrase 'planning to stop but looking for information to go'

POSITION – Check your nearside mirror, reconsider signals, then move to the left-hand lane in time for your exit.

ACCELERATE – Choose an appropriate gap in the traffic and accelerate smoothly onto the roundabout, constantly checking all your mirrors and reconsidering signals. Always avoid disrupting the flow of other traffic.

GEARS – Once you're at the right speed to enter the roundabout, and before turning, select the appropriate gear and reconsider a signal. Make a final mirror check.

'Brakes are for slowing, gears are for going!'

Advanced drivers use this mantra to remind themselves of the correct way to decelerate. Use your brakes to slow your vehicle, then, once you have reached your target speed, block change into the correct gear to progress. Don't use your gearbox to slow yourself down.

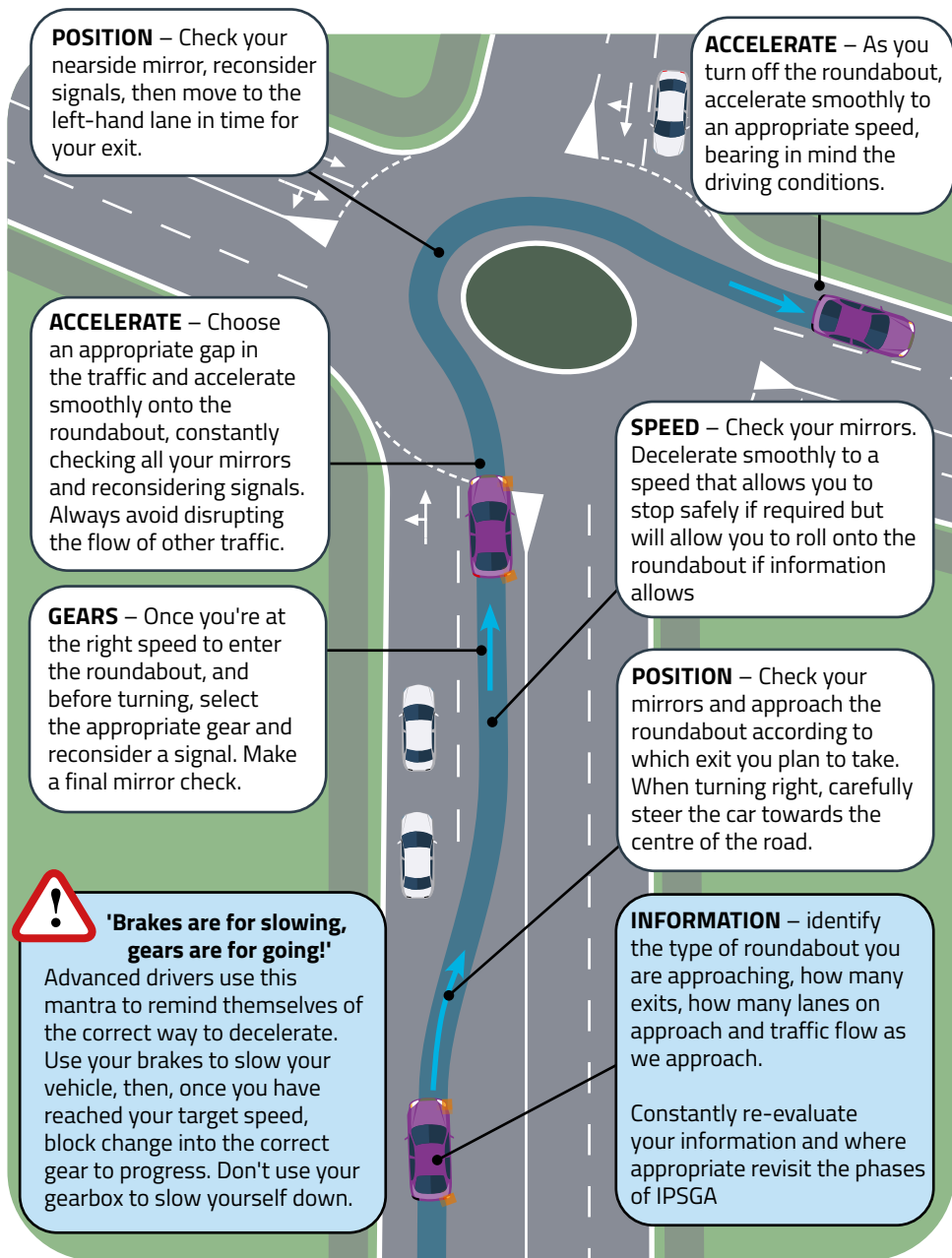
ACCELERATE – As you turn off the roundabout, accelerate smoothly to an appropriate speed, bearing in mind the driving conditions.

SPEED – Check your mirrors. Decelerate smoothly to a speed that allows you to stop safely if required but will allow you to roll onto the roundabout if information allows

POSITION – Check your mirrors and approach the roundabout according to which exit you plan to take. When turning right, carefully steer the car towards the centre of the road.

INFORMATION – identify the type of roundabout you are approaching, how many exits, how many lanes on approach and traffic flow as we approach.

Constantly re-evaluate your information and where appropriate revisit the phases of IPSGA



5c Information

Information is crucial to safely negotiating roundabouts and junctions. There are, therefore, a number of skills and behaviours that advanced drivers should demonstrate

Advanced drivers must be able to:

Identify the type of junction system you are approaching

Remember:

- Signs on approach to a roundabout detail its size, the location and often the angle of the exits
- On a large roundabout – give priority to traffic from the right
- On a mini roundabout – give way to traffic from the right, also give priority to traffic closely approaching the roundabout
- Assess a series of mini roundabouts individually
- T-junctions and left and right turns will be signposted
- Stop or give way at a T-junction

Monitor your speed and distance on approach

- Monitor your speed on approach to a roundabout or junction, especially if it is located at the end of a motorway or dual carriageway slip road, or on a road where the national speed limit applies
- Allow time to gather the relevant information and make a suitable plan on approach
- Make appropriate decisions about whether to give way or take precedence. If in doubt, stop
- Remember: planning to stop sometimes allows sufficient time for you to gather information and proceed safely without stopping
- Take care to signal correctly so as not to mislead other road users
- Remain vigilant, never assuming that other road users' signals are accurate

Assess the speed and position of other road users

- Scan all road users' movements to anticipate intentions
- Make appropriate decisions on whether to give way or take precedence
- Having entered a roundabout, remain aware of traffic joining from other entry points
- If a junction has approaches with limited vision in any direction, be prepared to slow down or stop to gain information before entering
- Be particularly mindful of vulnerable road users

Identify hazards and prepare for situations that may arise

- Use visual clues to predict possible hazards and prepare for situations that may arise
- Prioritise your response to any hazard in a safe, controlled manner

Identify the best position to enter, negotiate and leave the junction or roundabout

- Use the information gathered to make the right plan to deal with entry to a roundabout, route around it, and exit

Check mirrors and/or blind spots before deciding on your actions

- Make effective use of mirrors and check blind spots before taking actions, such as:

Changing speed, lane or direction
Choosing whether or not to use signals

Consider your signals prior to changing position

- Apply signals in good time, taking care not to mislead or confuse other road users

Accurately identify the first entry gap that is safe to use

- By timing arrival correctly, it may be possible to keep moving onto the roundabout
- If it is necessary to rush into a gap, waiting may have been a better option

Identify the correct exit and look for an early view into the exit road

- Look to exit by using road signs, counting other exits or using sat-nav instructions, and position appropriately being aware of other road users around you
- Look for an early view into the exit route to put a plan in place to deal with any hazard

5d Position

Advanced drivers must be able to:

Adopt the appropriate position without causing others to alter course or speed

- On identifying the type of roundabout or junction, decide what position to take for the chosen route
- Within reason, an early adoption of the correct position will be beneficial
- Take a straight line through a roundabout if it is safe and no other road users are present
- Check mirrors and/or blind spots prior to taking such a line
- On a mini roundabout, avoid driving on the painted disc
- Stay in lane if there is any doubt as to whether safety will be compromised or confusion caused
- If traffic is queuing on entry to a roundabout, consider using the lane of least resistance. Be aware of any prohibiting road markings and don't cause confusion to other road users
- If the junction is controlled by a stop sign, you must physically stop



5e Speed

Advanced drivers must be able to:

Accurately adjust speed in relation to the physical features of the junction or roundabout and traffic flow

- Understand how the tightness of a turn, any positive or negative camber, and the physical size and offset of a roundabout will influence speed
- Understand that speed will also be influenced by other road users on, or likely to join, the roundabout
- Remember: rushing into a gap but then having to slow down may cause problems for other road users
- Approach junctions at a speed that allows safe compliance with a give way or stop sign

5f Gear

Advanced drivers must be able to:

Select and engage the appropriate gear for the speed and circumstances

- Consider which gear will be both flexible and responsive without causing the engine to labour or over-rev
- Try to engage a gear suitable for the whole roundabout
- Change a gear (if required) while the vehicle direction is fixed
- In most circumstances, use first gear to move away from stationary
- Automatics, EVs and hybrids will self-select at this point

5g Acceleration

Advanced drivers must be able to:

Maintain correct acceleration application on entering, negotiating and leaving the junction or roundabout

- Once the correct entry speed for a roundabout is achieved, use the accelerator to maintain or adjust it
- If conditions allow, increase speed and accelerate away from a junction or roundabout





6

Overtaking

At times, even a perfectly executed overtake within the speed limit can be perceived as 'dangerous' by other road users. In fact, overtaking is the area where drivers are most likely to come into conflict with another road user; either as the driver of the vehicle being overtaken or as the driver of another vehicle that witnesses the manoeuvre.

Ask yourself whether any overtake you are about to attempt is necessary and worthwhile. What's the point in exposing yourself to unnecessary danger to jump one or two places in a queue of traffic?

As an advanced driver, you must therefore be keenly aware of your actions – and how others perceive them.

6a Overtaking positions

6b Information

6c Position

6d Speed

6e Gear

6f Acceleration

Competency sheet

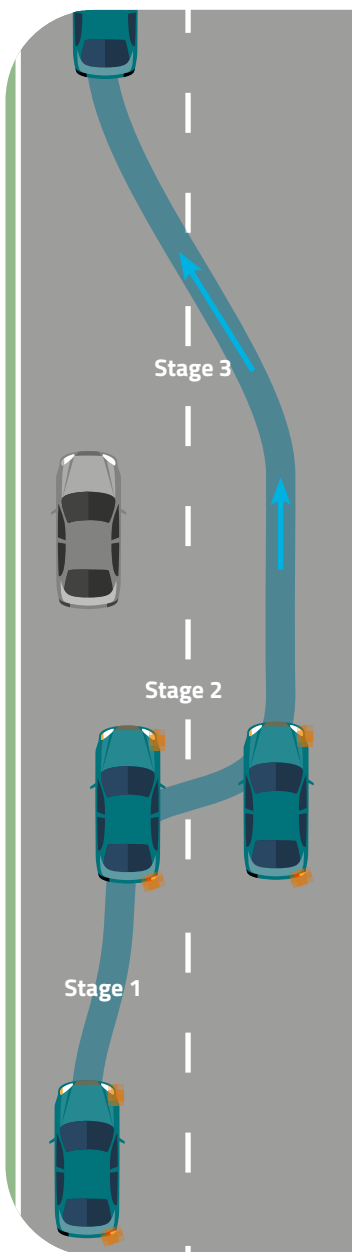
Overtaking

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.



	Progress		
	1st	2nd	3rd
Information			
Identify a safe imminent opportunity to overtake			
Identify a safe return gap			
Accurately judge the difference between your own speed and that of the vehicle(s) you plan to overtake			
Position			
Adopt the overtaking position – Stage 1			
Move out towards the offside – Stage 2			
Allow a safe gap between vehicles – Stage 2			
Move into the chosen return gap – Stage 3			
Speed			
Control speed to safely complete the overtake			
Adjust speed to safely return to the nearside of the road			
Gear			
Select and engage the correct gear for your chosen speed and the prevailing circumstances			
Acceleration			
Apply the correct acceleration to complete the overtake			
Achieved all competencies	Date		

6a Overtaking Positions



The overtake

When it's clear, check mirrors and blind spot. Move carefully to the offside of the road to increase your view. If the overtake is safe, accelerate quickly past the vehicle. If it is not, drop back behind safely and smoothly.

The final part of the manoeuvre returns you safely back to your side of the road in as straight a line as possible.

Use mirrors and/or a blind-spot check to make sure that you do not affect the vehicle you have just passed.

The overtaking position

If you anticipate an opportunity to overtake, close in on the vehicle in front until you are in the 'overtaking position'. This is normally closer than the 'following position' and towards the centre line, increasing your view ahead.

Match your speed to the vehicle in front and consider taking a lower gear to pass it.

If the overtake doesn't develop, consider dropping back to the 'following position' and then start the whole process again.

The following position

The following position is one that allows you plenty of time to react should the driver in front brake suddenly. Apply the two-second rule.

Adopt this position if you have no intention of overtaking, cannot do so imminently due to other hazards, or when prevented from doing so by solid white lines or no-overtaking signs. In the absence of any other hazards, and if it is safe to do so, you can move offside early and directly to (3), the overtake stage (this would be a momentum overtake). Check mirrors and blind spots carefully.

6b Information

As an advanced driver, you must be able to:

Identify a safe imminent opportunity to overtake

- When preparing to overtake, you should look as far down the road as possible to check for hazards
- Read and respond to road signs and markings
- Check hedges for any breaks in shadows that might signify a junction or entrance (offside or nearside)
- Be aware that any buildings will have entrances, identify them and clear as safe
- Keep gathering information to decide if there is enough space to make the overtake safely
- If in any doubt, you should delay the overtake, hold back and reassess
- Use mirrors to link the developing potential of the overtake to the information behind, and to the sides, prior to committing
- Always be prepared to cancel the manoeuvre if circumstances change for the worse

Identify a safe return gap

- During a multi-vehicle overtake, decide how many vehicles to overtake before committing
- Identify a safe 'return gap' that will not affect other traffic
- Remember: if the gap is likely to close, the overtake is not viable
- Be aware of any negative effect you may have on other vehicles

Accurately judge the difference between your own speed and that of the vehicle(s) you plan to overtake

- Accurately assess speed and position in relation to the speed and position of the vehicle(s) to be overtaken and the distance to the next hazard
- Be realistic about achieving a sufficient speed difference to overtake safely in the space available within the speed limit
- Never plan to exceed the speed limit, so if the other vehicle is travelling at close to the limit, recognise that overtaking may not be legal
- Be aware of overtaken vehicles speeding up as you pass them



6c Position

As an advanced driver, you must be able to:

Stage 1 – Adopt the overtaking position

- Be already positioned in a safe following position in line with Highway Code advice
- When safe and appropriate, move into an overtaking position; this will be closer than a regular following position, but safety must always be prioritised
- Be prepared to drop back if the circumstances change. Remember: remaining in the overtaking position can cause the driver ahead to be distracted and to focus on their mirrors rather than the road ahead

Stage 2 – Move out towards the offside

- When it is safe, move out towards the offside, keeping the vehicle stable and matching your speed with that of the vehicle to be overtaken
- You should continually update information and be prepared to abort if circumstances change, as safety is paramount
- From this position, make the overtake when safe

Allow a safe gap between vehicles

- Allow a safe gap between your own vehicle and the vehicle or other road user you are going to pass. (Give cyclists at least 1.5 metres at 30 mph, horses at least 2 metres at 10 mph, all other traffic as much space as possible, balancing your safety bubble)
- If the road is too narrow, consider the likely reaction before starting the manoeuvre
- If in any doubt, hold back and reassess
- Be particularly aware of vulnerable road users
- Remember: the safe gap also applies to parked vehicles (a door's width or at least 1 metre)

Stage 3 – Move into the chosen return gap

- After moving past, make sure you are able to move into the chosen return gap without causing other road users to alter course or speed
- Complete the return to the nearside of the road in a controlled fashion
- Avoid cutting in too close to the vehicle passed
- If there are other vehicles in view, albeit some distance off, try to display clear intent that you are returning to your own side of the road either by positioning or by showing a signal

6d Speed

As an advanced driver, you must be able to:

Control speed to safely complete the overtake

- Maintain speed with the vehicle being overtaken until ready to commence the overtake
- Adjust speed so that the overtake can be completed in the available clear road space, within the posted speed limit, brisk and businesslike
- Remember: advanced drivers do not plan to exceed the speed limit, so if the other vehicle is travelling at close to this speed, overtaking may not be legal

Adjust speed to safely return to the nearside of the road

- Adjust speed so as not to inconvenience other road users when returning to the nearside of the road

6e Gear

As an advanced driver, you must be able to:

Select and engage the correct gear for your chosen speed and the prevailing circumstances

- Consider which gear will be both flexible and responsive without causing the engine to labour or over-rev
- Try to engage a gear that is suitable for the whole overtake
- Avoid making a gear change while alongside the vehicle being overtaken
- Understand the operation of your automatic gearbox
- Understand that your EV will not change gear

6f Acceleration

As an advanced driver, you must be able to:

Apply the correct acceleration to complete the overtake

- Acceleration should be smooth and progressive throughout the overtake and return to the nearside of the road
- Make a considered effort to complete the manoeuvre within the shortest possible time, but within the speed limit





7

Motorways and dual carriageways

Despite faster driving speeds, motorways are statistically the safest roads we travel on.

Dual carriageways, however, have the potential to be less safe, as they have the same speed limits as motorways without the same regulations. For example, cyclists, learners, pedestrians and other vulnerable road users – even horses – may be able to use dual carriageways. This, combined with less user-friendly entry and exit points, increases the potential for an incident or near miss.

It is vital for you, as an advanced driver, to be able to recognise the differences between motorways, smart motorways and dual carriageways and to have a finely tuned awareness of the likely hazards – and how quickly they can develop. You must, therefore, be keenly aware of your actions – and how others perceive them.

7a Differences between motorways and dual carriageways

7b Information

7c Position

7d Speed

7e Gear

7f Acceleration

Competency sheet

Motorways and dual carriageways



To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.

	Progress		
	1st	2nd	3rd
Information			
Identify and use signs in planning your driving			
Gather information on traffic flow when entering a new road			
Conduct appropriate mirror and/or blind-spot checks			
Communicate effectively with other road users			
Anticipate the movements of other road users			
Gather appropriate exit information			
Position			
Adopt an appropriate entry position			
Use the nearside lane whenever possible			
Adopt an appropriate following position			
Plan an appropriate overtaking position			
Position to maintain a safe space and gain the best view			
Position safely when exiting			
Exit to the appropriate lane of the slip road			
Speed			
Accurately adjust speed to match the identified entry gap			
Balance progress with restraint			
Exit at the appropriate speed			
Stop appropriately in an emergency			
Gear			
Select the correct gear for the chosen speed in the given circumstances			
Acceleration			
Apply appropriate acceleration			
Achieved all competencies	Date		

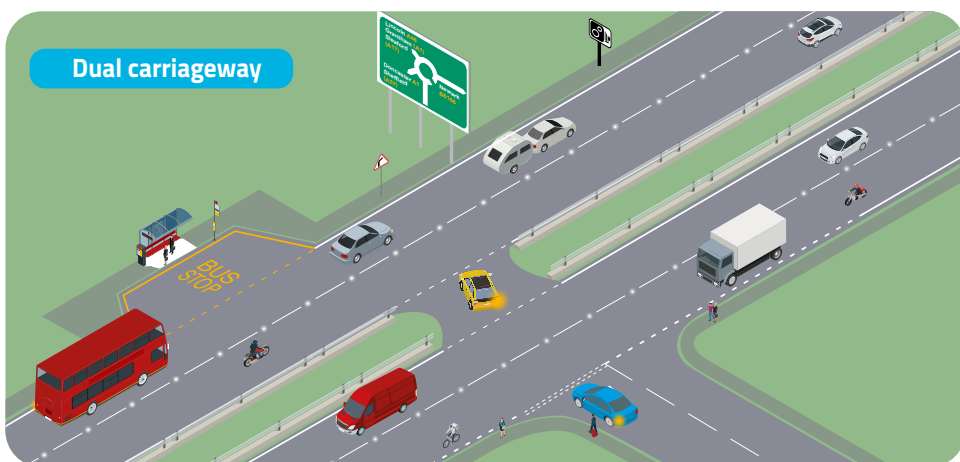
7a Differences between motorways and dual carriageways

Motorways have:

- Large blue-backed signs
- Hard shoulder or emergency refuge areas
- Emergency telephones and often have adjustable electronic signing
- Slip roads to access and exit the motorway
- Limited access to vulnerable road users

Dual carriageways can have:

- Green-backed signs
- Often, there are no areas to stop
- Exits and entries possibly at 90 degrees
- All vulnerable road users are permitted unless specifically prohibited



7b Information

As an advanced driver, you must be able to: **Identify and use signs in planning your driving**

- By extending and widening your vision, you will be able to obtain early information from signs to assist in your decision making
- Be able to identify whether you are entering a motorway or a dual carriageway

Remember:

- Motorways have blue-backed signs and they have additional regulations that prohibit a number of vulnerable road users
- Direction signs prior to a motorway also show motorway information in blue boxes
- Direction signs on motorways give additional information, for example, an unusual feature such as a sharp bend on an exit slip road
- Smart or managed motorways also have overhead gantries to convey information or warnings of problems ahead, for example, lane closures or a variable speed limit
- Dual carriageways have green- or white-backed signs. Unless signed to the contrary, a dual carriageway can be used by all road users
- On dual carriageways, traffic has the potential to leave or join from either side at junctions (some motorways also have this, but it is a rare occurrence) and this may be at 90 degrees with no slip road

Gather information on traffic flow when entering a new road

- On approach to a motorway, it is sometimes possible to see the carriageway above or below. Use this to help gather information in relation to traffic flow
- If traffic is at a standstill, try to identify the problem early enough to choose an alternative route
- While in the slip road, try to obtain an early view of traffic and carry out blind-spot checks – especially for motorcycles which can easily be lost in a mirror

- Assess the speed of approaching vehicles and identify an entry gap early

Conduct appropriate mirror and/or blind-spot checks

- Check your mirrors before changing speed or position on a motorway or a dual carriageway and make appropriate checks to cover the blind-spot area
- When changing lanes, make good use of mirrors to help to accurately assess the speed of approaching traffic
- You must link what is in the mirror to the hazards developing ahead in order to remain safe
- Be aware that high-speed traffic approaching from the rear is relevant to decision making even when still a long way behind. Make sure your mirror use is good enough to identify this early

Communicate effectively with other road users

- Be aware that the vehicle position you adopt may begin to communicate your intentions to other road users
- Use well-timed signals to reinforce this
- Promote safe sharing of the road space by identifying a potential problem early and actively communicating with other road users

For example; applying brake lights early can alert a following driver to a problem ahead

Anticipate the movements of other road users

- Traffic joining the main carriageway from a slip road may be travelling at a slower speed, so be prepared to change lanes and allow others to join
- Whenever possible, avoid being immediately beside joining traffic and identify junctions early to assist in planning for this. This helps avoid the risk of being in the blind spot or being caught out by late lane changes

- Remember: on a dual carriageway, traffic joining may be slow to accelerate
- Traffic leaving a dual carriageway may have to slow considerably or early, causing passing traffic to displace into offside lanes. Early anticipation of where and when this is likely to happen helps to avoid heavy braking
- Remember: Large Goods Vehicles and coaches over 12 metres are limited to 60 mph. Any smaller vehicles behind them may be travelling more quickly, so anticipate these pulling out into your path – and plan for this. Early anticipation of where and when this is likely to happen will avoid possible conflict

Gather appropriate exit information

Remember:

- Motorways typically have a signing system giving early warning of junctions
- Dual carriageways tend to offer more limited information
- If countdown markers are present, they will be equidistant from each other and usually 100 yards apart
- Exits may be very sharp or from the offside lane
- The size and shape of a junction will influence the speed of exit
- It may be necessary to slow and display brake lights earlier if exiting a dual carriageway to a sharp exit
- Having an early view helps with planning a route through other traffic

7c Position

As an advanced driver, you must be able to:

Adopt an appropriate entry position

- Make safe use of the entry slip road to build up speed and position alongside a gap
- Avoid being alongside any vehicle when they get to the main carriageway to allow them to maintain their 'safety bubble'

Use the nearside lane whenever possible

- Monitor the position and speed of other road users to enter the nearside lane as soon as practical
- Remember: all drivers should be travelling in the nearside lane, unless overtaking slower-moving vehicles
- Maintain position in the overtaking lane until a sensible gap appears and do not move into the nearside lane if you would have to move straight back out again
- Monitor mirrors to avoid holding up any emergency vehicles or fast-moving traffic that may wish to pass
- Avoid staying out and attempting to enforce the speed limit. This is likely to provoke an adverse reaction from other road users

Adopt an appropriate following position

- Maintain your 'safety bubble' and the safety of other road users with a following gap of at least two seconds. This gives you time to respond to changing information and to plan safe progress
- Be prepared to adjust this gap to avoid being alongside other traffic for a prolonged period
- Be prepared to increase this gap if safety demands it

For example: stopping distances are longer in wet weather and significantly longer in snow and ice

- In heavy traffic, consider extending the following distance to allow other vehicles to move in and out of the space in front. This can avoid the need for repeated braking

Plan an appropriate overtaking position

- Avoid being alongside the vehicle being overtaken for any longer than necessary
- Move to the nearside lane as soon as it is safe and overtaking is complete
- In general, avoid being three abreast i.e. alongside another vehicle that is itself overtaking as any displacement may have an impact

For example: if a lorry is overtaking another lorry, it is wise to hold back until a safe gap is available

Position to maintain a safe space and gain the best view

- Always position with enough space around to remain safe – and to be seen

For example: stay far enough behind an HGV to see its mirrors, or the HGV driver will not see you following

- Adjust your position to see beyond other traffic to help with planning

For example: increasing your following gap may allow you to see beyond a group of large vehicles

- Position safely when exiting
- Achieve a safe exit gap in the appropriate lane in good time – to avoid affecting other road users
- Exit to the appropriate lane of the slip road maintaining speed until off the motorway
- Use the appropriate lane for the continuing journey
- Ensure that any signals you give are updated as necessary

7d Speed

As an advanced driver, you must be able to:
Accurately adjust your speed to match the identified entry gap

- This should be achieved using acceleration sense

Balance progress with restraint

- Be aware that traffic, road surface and speed limits will all affect your ability to make progress – and be prepared to alter speed to maintain a safe following distance
- You will be able to do this by looking beyond the vehicle you are following and adjusting your speed using acceleration sense instead of braking
- Recognise when it is necessary to show brake lights to warn following traffic
- Be aware of how weather conditions can affect your own and other vehicles

For example: wind may affect high-sided vehicles and motorcycles, causing them to change lanes unexpectedly

- Take care moving into or out of the space beside a large vehicle in high winds
- Remember: spray, especially from large vehicles, can make it difficult to see or be seen when making an overtake
- Bright sunshine can also have a negative effect on vision, in which case it is important to slow down

Exit at the appropriate speed

- Accurately adjust speed to match the identified exit gap, ideally using acceleration sense
- Try to avoid entering your chosen gap and braking, as this may cause following traffic to brake in response
- Remember: an automatic vehicle may slow down less quickly when the accelerator is released. Make sure to plan for this.
- Allow time to adjust to the slower speed required at the end of the exit slip or to join any queue

- Be aware that on a dual carriageway, it may be necessary to start slowing early to achieve the desired speed reduction and to display brake lights to warn following drivers if the exit is sharp

Stop appropriately in an emergency

- If stopping in an emergency, try to enter the hard shoulder before braking, to slow down with less risk to yourself or following traffic
- When rejoining the main carriageway, build up speed on the hard shoulder to match the traffic in the nearside lane
- Be able to identify when an apparent hard shoulder is actually a live lane, e.g. on SMART motorways or in roadworks

7e Gear

As an advanced driver, you must be able to:

Select and engage the correct gear for your chosen speed in the given circumstances

- Aim to have enough flexibility to deal with the circumstances without constantly having to change gear
- Understand that in many vehicles there may be more than one gear which is appropriate for a given situation
- Consider higher gears for eco driving as long as they provide you with adequate performance
- In an automatic or hybrid, understand how the vehicle will perform when you change gear based on throttle pressure
- In an EV, understand that gear changes are unlikely

7f Acceleration

As an advanced driver you must be able to:

Apply appropriate acceleration

- Display acceleration sense to achieve speed and lane changes wherever possible, and accelerate smoothly when circumstances allow a higher speed
- If using cruise control, be able to cancel it without affecting other road users





8

Manoeuvring

As an advanced driver you will be able to accurately turn, park and manoeuvre your vehicle with a degree of finesse.

The decision-making process of where, when and how to perform these manoeuvres, in safety and with the least impact on other road users, is an important part of the process.

8a Low-speed manoeuvres

8b Information

8c Position

8d Speed

8e Gear

8f Acceleration

Competency sheet

Manoeuvring

To be an advanced driver, these are the competencies that you should be able to demonstrate. Consider how confident you feel with each. You and your Observer can grade three of your drives to record your progress through the course. Read on to learn more about each competency.



Information

Make the correct decision on which manoeuvre to perform

Make the best use of available space

Carry out correct observations

Respond appropriately to changing information

Use available in-car technology to good effect

Position

Adopt the correct starting position for a manoeuvre

Maintain a safe position during a manoeuvre

Consider the safety of your finishing position

Speed

Maintain correct speed for a manoeuvre

Gear

Move smoothly between forward and reverse gears

Acceleration

Apply correct acceleration to complete a manoeuvre

Progress

1st

2nd

3rd

Achieved all competencies

Date

8a Low-speed manoeuvres

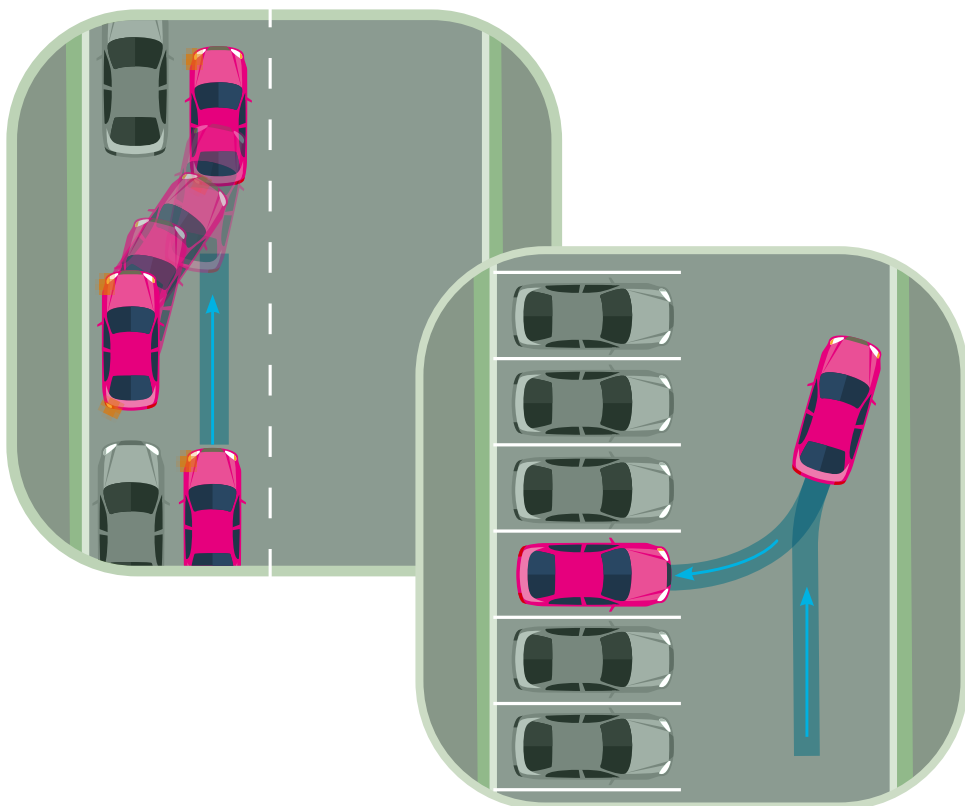
As an advanced driver, you will be expected to be able to control your vehicle with a degree of finesse in all circumstances

Novice drivers are expected to be able to turn their car around safely, using forward and reverse gears, and to perform parking manoeuvres to the side of the road as well as in car parks

Advanced drivers must be able to demonstrate their competence and proficiency in all of these areas

For example: it may be better to drive a short distance to a roundabout than to try and safely perform a turn in the road. Similarly, it may be a better plan to turn into a side road and turn around rather than attempting this on a main route

- If you have space, use cones or barriers to practise your manoeuvres. If you practise in a real-life setting, be flexible and respond to events and hazards around you



8b Information

As an advanced driver, you must be able to:

Make the correct decision on which manoeuvre to perform

- In real-life driving situations, you may have a number of options available to you when deciding how to turn your vehicle around or park it safely
- Choose the most appropriate option for the given circumstances
- Show confidence and proficiency when turning your car around and performing parking manoeuvres

Make the best use of available space

- The most suitable manoeuvre will usually be dependent on the space available.

For example:

- Use a junction or driveway to perform a turn in a narrow street
- Consider making a U-turn in a slightly wider road
- If you need to access the boot, consider if reversing into a parking bay is appropriate
- When parking, ensure the gap is large enough to move into and allow you to exit the vehicle

Carry out correct observations

- Be able to conduct all-round checks before carrying out a manoeuvre
- Remember: these observations must be timely
- Prioritise the area of potential danger
- Remember: safety is paramount when driving and effective observation is essential

Respond appropriately to changing information

- Remember: observation is only the start of planning

- If a danger is identified, ensure your response is correct and proportionate
- If there are any doubts about safety, you should usually stop
- Be aware of how others might be affected by your actions

For example: timely completion of the manoeuvre may be the safest action

Use available in-car technology to good effect

- In-car technology is becoming commonplace. It is there to aid you and should be embraced

For example:

- Reversing cameras and sensors help in assessing but are not a substitute for sound observation
- Auto park systems help with parking but aren't always suitable. Remember, as an advanced driver, you should be able to park both with and without them
- If in doubt, confirm information before moving

8c Position

As an advanced driver, you must be able to:

Adopt the correct starting position for a manoeuvre

- Remember: the correct starting position makes any manoeuvre easier to conduct

For example:

- For a turn in the road, it helps to have a tight nearside position
- For a parallel park, it helps to maintain the correct distance away from the other parked vehicles

Maintain a safe position during a manoeuvre

- To ensure safety is retained while conducting the manoeuvre, be mindful of your mirrors

For example:

- Check whether other vehicles have got tow hitches or other protrusions
- Look for trees or lamp posts
- Check the position of the kerb

Consider the safety of your finishing position

- When parking and leaving a vehicle, consider whether it is likely to cause inconvenience to anyone
- Consider whether your vehicle is likely to be safe from damage in your chosen location

8d Speed

As an advanced driver, you must be able to:

Maintain correct speed for a manoeuvre

- With safety the primary concern, carry out manoeuvres slowly; 'As slow as possible but as quickly as necessary' is a good guide
- Drive slowly enough to ensure accurate information assessment, but quickly enough to cause minimal inconvenience
- Control the speed of a manual vehicle by balancing the clutch pedal
- Remember: braking with your left foot in an automatic may help when conducting a manoeuvre

8e Gear

As an advanced driver, you must be able to:

Move smoothly between forward and reverse gears

- When manoeuvring, stop the car before changing from forward to reverse gear or vice versa
- Be prepared to use the clutch to smooth out changes (it may never be fully released)

8f Acceleration

As an advanced driver, you must be able to:

Apply correct acceleration to complete a manoeuvre

- Use accurate pedal balancing to assist in completing manoeuvres safely
- Be able to recognise when the manoeuvre requires more power and apply the accelerator appropriately





9

Spoken thoughts

Spoken thoughts is the practice of describing aloud everything you see, think and do while driving. This is a great way to hone your advanced driving technique

It not only highlights just how many thought processes a vigilant driver goes through on a drive, but can also bring focus to specific issues

For example:

- If you tend to rush gear changes, you might include 'changing first to second, slowly and smoothly' to encourage that action
- If you are heavy footed when releasing the brake pedal you might say 'gentle to firm brakes and then back to gentle' in an attempt to gain some third-stage braking

Increased focus through regular practice

In all circumstances, remember that safety is your number one priority

For example:

- If you are coming out of a bend, having correctly assessed the limit point on approach to the bend, and you see a tractor emerging, it is less important to verbalise 'there is a tractor moving slowly out of the farm entrance blocking my path, so rear-view mirror check, then gentle to firm brakes to avoid it' than it is to actually stop
- Once comfortable with speaking while driving, you will find your delivery becomes more ordered. So, in the same scenario, you may say 'mirror and brakes for the tractor, keeping brake lights on for the safety of following traffic'

Prioritise to stay safe in all circumstances

As an advanced driver, you must be able to:

Divide the speech into a small number of categories to help focus

Areas that must be included:

- Anything likely to affect safety. These should always be mentioned, so you can plan your response

■ ■ 'A hazard is anything that contains an element of actual or potential danger'

Areas that should be included:

- Road type and description
- Pedestrian activity
- Road signs

Areas that would be good to include:

- Observation links, such as the bins are out for the collection lorry or a church steeple, indicating a possible change in speed limit
- Remember: priority matters, for while it is excellent to say 'entering a built-up area expecting to see an increase in vehicular and pedestrian activity; I will mention junctions and driveways should they affect my drive', it is completely undermined if you fail to mention the school-crossing patrol person stepping out into the road

Tips to improve talking while driving

As an advanced driver, you should:

Talk back towards the car from your furthest point of vision, but remember to regularly lift your vision to continually prioritise the approaching hazard

Remember that in national speed limit areas, while hazards are fewer, they can arise quickly due to the speed of travel

Be prepared to interrupt your flow and prioritise IPSGA to keep the car safe

Hallmarks of good practice

As an advanced driver, you must be able to:

Inform the passenger (real or imagined) what allows you to drive this car, along this piece of road, in this position, at this speed

- Additionally, a very good driver will include information about how they are going to achieve this. And a great driver will tie all the information together and sound seamless with good intonation, reflecting the circumstances of the drive



Run sheet driver – competencies covered

This run sheet will assist in the development of the driver, and on the reverse side is an area to record further information.

In the run column mark

Competence levels: **1** = Commended **2** = Satisfactory **3** = Requires development

	Name	Competence	Observer comments run no.
Preparation	Pre-drive checks		
	Fitness/Eyesight check		
	Controls		
	Rolling brake test		
	Knowledge – IPSGA		
Information	Observation – scanning		
	Use of mirrors and rear observation		
	Take, Use, Give (TUG)		
	Road signs and markings		
	Anticipation		
	Hazard identification		
Position	Bends		
	Junctions and roundabouts		
	Motorways		
	Overtaking		
	Hazard management		
	Vulnerable road users		
Speed	Speed limits		
	Acceleration sense		
	Limit point		
	Braking technique		
Gears	Clutch and changing gear		
	Choice of gear		
	Timing of changes		

	Name	Competence	Observer comments run no.
Acceleration	Smoothness		
	Anticipation and planning		
	Hazard awareness		
	Progress and restraint		
	Steering		
Other skills	Slow manoeuvring		
	Knowledge H/Code & course material		
	Courtesy to other road users		
	Vehicle sympathy		
	Spoken thoughts		

Observer comments

Development plan

The test

What to expect

The test is the culmination of your training, it is your opportunity to show how your driving has developed over the sessions with your Observer. A little bit of nervousness can be a good thing. Stay focused and try to enjoy it. The perfect driver has not yet been discovered, but how close are you?

Before the test

Having applied for your test, you will be contacted by your Examiner either by telephone or email. This is to arrange a mutually convenient date, time and location for the test to take place. The location should be safe, easy to find, of no cost to either of you, with facilities and easy access to a variety of roads. Supermarket car parks and fast-food restaurants are often chosen. (Please beware of time limited parking.)

The test

The test duration

This will last about 75 minutes from start to finish (with no more than 60 minutes driving).

What happens on the test?

At the start of the test, you will be required to sign a document declaration, and the Examiner will conduct an eyesight check. This is the same as the DVSA test. You must be able to read a standard number plate at a distance of 20 metres.

During the drive, you can be tested on any area of the course material and the Highway Code. It may not be possible to assess some areas practically, so the Examiner may ask questions. The Examiner may ask you to perform a real-life manoeuvre, such as a turn in the road or reverse parking. The Examiner will be looking at your decision making and thought process.

Your drive must be safe and legal. Use your speedometer to keep to the speed limits which must be adhered to at all times. There are no exemptions when making an overtake, so do not plan to exceed the speed limit when deliberating.

Your Examiner

IAM RoadSmart Examiners are all experienced advanced drivers and are competent in dealing with road safety matters.

They will:

- Put you at ease
- Set the scene for you and explain what they are looking for
- Explain clearly the route directions and how they will communicate them
- Explain test protocols, such as safety and spoken thought
- Explain that any road traffic offence is likely to lead to failure
- Explain about their note taking (they write positive points as well as areas for development)
- Give advice on how mistakes will be dealt with (you will not necessarily fail for a minor mistake)
- Answer any questions you may have

You

We know that you will be nervous, it is natural in the circumstances. Your Examiner will have been through the test process a number of times from both seats so will understand how you are feeling.

At the start of the test, if you have any concerns or are unsure of anything, don't be shy, please ask the question. There is no such thing as a stupid question, and most likely you will get an answer to help put you at ease.

If you are experiencing a disability or mobility issues, please let the Examiner know. Similarly, if you are dyslexic or hard of hearing let the Examiner know. You may wish to alert the Examiner before the test at the point of arranging the test.

You will be told if you are successful or not straightaway. You will be given verbal feedback on the day, followed by a written report containing the details of your drive by email.

If you are unsuccessful, the areas you need to develop will be highlighted and these will be reinforced by the written report. If you don't understand what is being said, please ask – the Examiner wants you to develop and be successful.

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