

“Tell me, show me” Questions



At the start of the driving assessment session, ask the driver three questions taken from the list below.

The numbered boxes on the *Driver Assessment form* correspond to the question numbers below.

Where the answer to the question involves lifting the bonnet of the minibus, warn the driver that the engine may be hot.

You are not looking for drivers to actually check fluid levels on vehicles with hot engines, but to identify to you the location and correct levels of the relevant fluid reservoirs – which will involve lifting the bonnet.

1. Where are the fire extinguishers on this vehicle?
2. Show me how you would check the oil?
3. Tell me how you would check that the brake lights were working?
4. Where is the first aid kit ?
5. Show me how you would check the water level of the windscreen washers?
6. How would you check the level of brake fluid in this vehicle?
7. Where is the emergency exit?
8. Tell me how you would check that the brakes are working?
9. Tell me how you would check the coolant level on this vehicle?

STAGE	X or /	DRIVING FAULT
Starting		No checks
Moving off		No observation / Rushed
Use of Mirrors		Too much / Too little / Too late / No reaction
Observation		Too much / Too little / No reaction
Speed		Too fast / Too slow / Erratic
Stopping		Too close / Unsafe position
Accelerator		Too much / Too little / Erratic / Co-ordination
Footbrake		Early / Late / Harsh
Clutch		Coasting / Riding / Slipping / Jerky
Handbrake		No used / Still moving / Left on / Harsh
Gears		Wrong gear / Hand on gearstick
Steering		Cross hands / One hand / Hand position / Erratic / Spin back
Roundabouts		Position on approach / Position through or out / Speed / Signals / Observation
Junctions		Speed on approach or through / Position / Cutting corners / Observation
Signals		Early / Late / Not needed / Not used / Confusing / Dangerous
Road position		Before turns / Too close / Too wide / Hold back
Clearance		Parked vehicles / Pedestrians / Cyclists / Moving vehicles
Road signs and markings		Stop / Lanes / Speed limits / Traffic signs / Pedestrian crossings
Progress		Under-confidence / Over-confidence
Reversing (straight line)		Too fast / Inaccurate / No observation
Reversing Left-hand		Too fast / Inaccurate / No observation
Reversing Right-hand		Too fast / Inaccurate / No observation
Overtaking		Observation / Too slow / Cutting in
Gradients		Roll back / Erratic
Parking/Parallel Bay		Too fast / Inaccurate / No observation

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Driver Assessment Form

CONFIDENTIAL

Important Note: Prior to undertaking an assessment, you must ensure that the driver meets the insurance and organisation requirements for driving the vehicle being used.

Name of Driver:

Name of organisation:

Assessment Date:

Eyesight Check: **PASS / FAIL** (If the driver fails the eyesight check he/she should be advised not to drive and seek an examination from a qualified optician as soon as possible)

Spectacles/ contact lenses worn **YES / NO**

"Tell me, show me questions" - (each incorrect answer is a minor fault, three incorrect answers is a major fault. If a driver gives more than three incorrect answers, you may ask three different questions at the end of the driving assessment).

Question	Question	Question
1	4	7
2	5	8
3	6	9

General comments about the assessment:

ASSESSMENT VERDICT: PASS / FAIL

DATs name:

DATs organisation:

Drivers signature: