

## **INFORMATION SHEET FOR APPLICANTS TAKING THE DRIVING ASSESSMENT AND THE WHEELCHAIR EXERCISE**

Staffordshire County Council Road Safety and Staffordshire Safer Roads Partnership are able to provide individual 2 hour driving assessments.

The cost for the assessment will be £65 payable on application. (£32.50 Wheelchair Assessment only).

Drivers will be supplied with the assessors contact details on first contact and should deal with them direct for any changes to appointments/cancellations.

### **VEHICLE REQUIREMENTS**

Assessors will expect the vehicle used for the assessment to be roadworthy and legal. Assessors cannot continue with any assessment should the contrary be discovered. The assessment will be conducted in the clients own/works vehicle. Vehicles are to be of a clean and tidy condition, if not, the assessment will not take place.

### **DOCUMENTS YOU MUST BRING**

In order to ensure drivers are legally entitled to drive, they must show their driving licence to the assessor. Failure to do so will result in the assessment not taking place. Insurance and MOT documents should also be taken and shown to the assessor.

The insurance document **should** include:

- You as the client should be a named driver on the insurance policy.
- Proof must be presented to the assessor that the clients insurance company is satisfied for the taxi assessment to go ahead under the terms and conditions stipulated in their policy. This proof can be supplied either by email, text or written confirmation from the insurance company.

***This requirement is necessary as some insurance companies feel that Social, Domestic and Pleasure cover is enough for a taxi assessment to be undertaken. However, some insurance companies will not cover such activities and stipulate that Business insurance is taken out.***

- For clients that already have a business that involves driving and are undertaking a taxi assessment for another reason, Business insurance is required.

## **THE EYESIGHT TEST**

Drivers need to be able to comply with the law in respect of eyesight. Assessors will check that drivers can read a vehicle number plate at a distance of at least 20.5 meters. Drivers who need glasses or contact lenses for driving must bring them on the day of the assessment

Drivers, who fail to meet the eyesight standard or fail to produce a valid driving licence will have their assessments cancelled.

Assessors will discuss all aspects of the drivers driving and aim to rectify any areas that are considered compromising safety or infringing traffic laws.

## **FAILING THE ASSESSMENT**

Where a driver fails to reach a satisfactory standard, their assessment marking form will be endorsed accordingly and advice on how they should remedy the situation. A further assessment will then be required.

Should a driver display a continually poor attitude towards the assessor or be unwilling to demonstrate a willingness to improve their driving, where appropriate, the assessment will be classed as 'not satisfactorily completed'.

Assessors require 3 clear working days (Monday to Friday, excluding the assessment day) of any change or cancellation of appointments. Non compliance with any of the above will result in the Road Safety Unit being charged by the assessor, this charge will then be passed to you.