

# DRIVE

you know you want to...



**JUST-DRIVE CO.UK**

1. The cockpit drill
2. The foot controls manual
3. Using the clutch and gears
4. The hand controls
5. Steering
6. Automatic Transmission
7. Mirrors and blind spots
8. Moving off and stopping
9. Safe signalling
10. Hazard routine
11. Turning left
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13. Emerging at T-junctions
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51. Main sign types
52. Main sign types
53. Main sign types
54. Main sign type



## 1. DSSSM = easy order to remember

### Safety first!

### DSSSM = easy order to remember

- ✓ **Doors** - All doors closed?
- ✓ **Seat** - Leg reach
- ✓ **Steering** - Arm reach, head restraint
- ✓ **Seatbelts** - Driver's responsibilities
- ✓ **Mirrors** - Adjust from normal seating position



### Doors

- ✓ **Rear doors?**
- ✓ **Child locks?**
- ✓ **Tailgate?**



### Seats



### Steering



### Seatbelts



### Mirrors

**D-S-S-S-M**

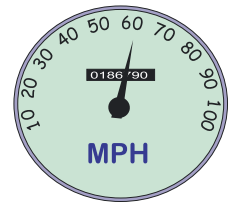
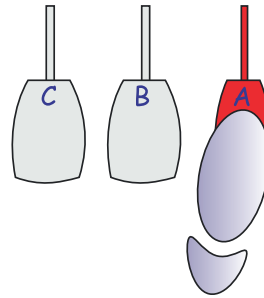
D 'Triple S' M



## 2. The foot controls manual

### Accelerator

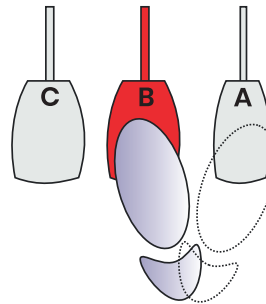
- ✓ Known as gas pedal
- ✓ Controls engine power
- ✓ Operated with right foot
- ✓ Light, sensitive pressure
- ✓ Gentle use for eco-driving



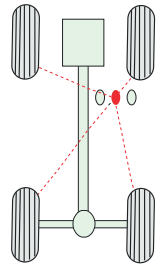
**More gas  
more power**

### Footbrake

- ✓ Slows and stops the car
- ✓ Operates on all four wheels
- ✓ Shows the brake lights Pivot the right foot
- ✓ Use progressively
- ✓ Use in conjunction with mirrors



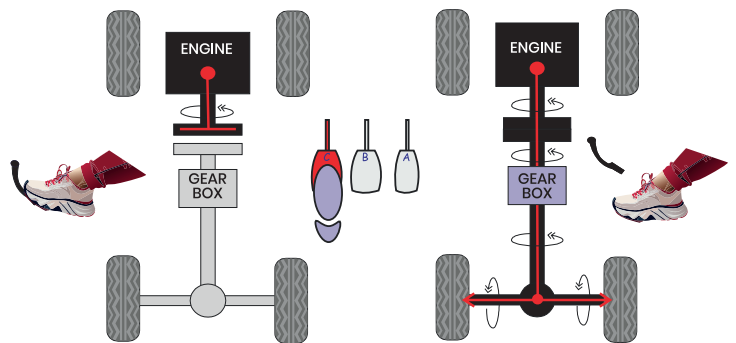
**Mirrors  
brake lights**



**All four  
wheels**

### Clutch

- ✓ Breaks the link between the engine and the wheels
- ✓ Operate with the left foot
- ✓ Use gently and progressively



**Pedal down**

**Pedal up**

### Smooth operation of the clutch

- ✓ Listen to the engine
- ✓ Balance clutch and gas
- ✓ Pause momentarily as clutch engages during gear changes
- ✓ Use clutch-control for low speed manoeuvring



**Biting point**

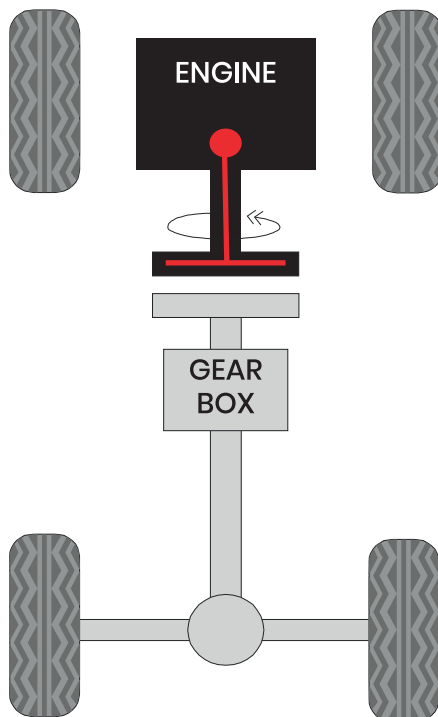
**C-B-A**

**As easy as**

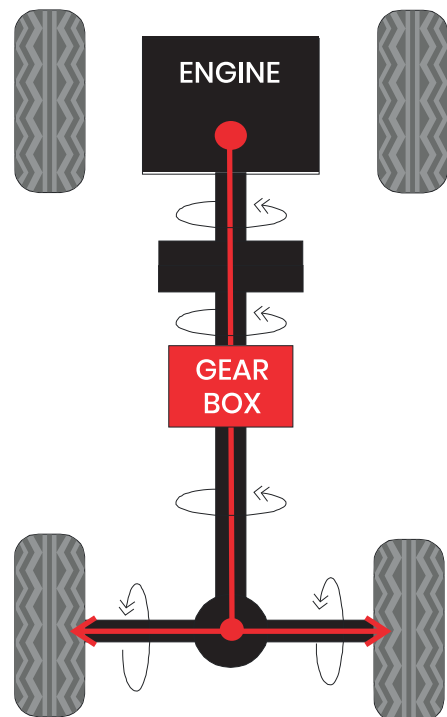
### 3. Using the clutch and gears

#### Clutch operation

- ✓ Listen to the engine
- ✓ Balance clutch and gas
- ✓ Pause momentarily as clutch engages during gear changes
- ✓ Use clutch-control for low speed manoeuvring



**Pedal down**

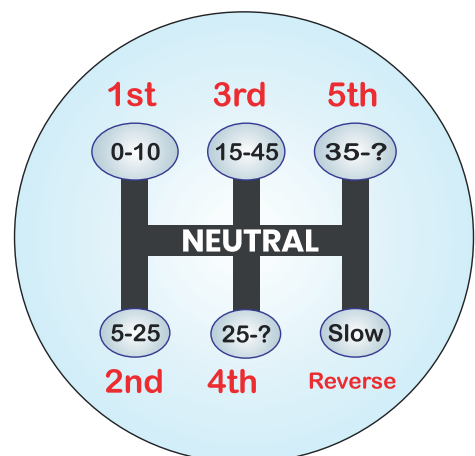


**Pedal up**

#### Gears

- ✓ Each gear has its own speed range
- ✓ Use the gear that fits speed and road conditions skipping intermediate gears as necessary
- ✓ Lower gears deliver more power
- ✓ Palming method for accurate gear changes
- ✓ Look well ahead when changing gear
- ✓ Use neutral when parked

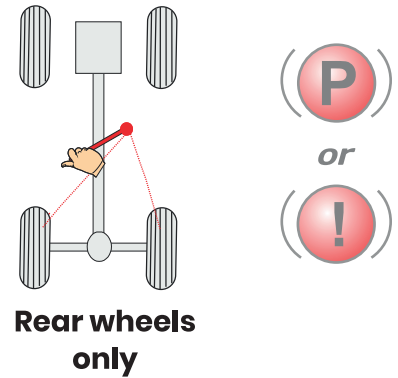
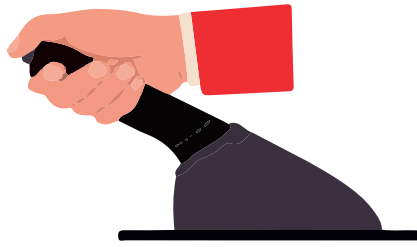
Many cars have six gears, and the position of reverse varies in different vehicle models.



## 4. The hand controls

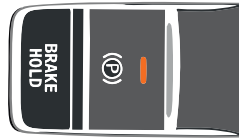
### Lever handbrake

- ✓ Use when waiting or parking
- ✓ Works on rear wheels only
- ✓ Secured by ratchet
- ✓ Use button when applying



### Electronic handbrake

- ✓ Use when waiting or parking
- ✓ Works on rear wheels only
- ✓ Operated by fingertip switch
- ✓ Will usually release automatically
- ✓ Often includes a 'brake hold' feature to lock the wheels when stopped



### Steering wheel

- ✓ Hands at ten-to-two / quarter-to-three
- ✓ Light grip, thumbs on rim
- ✓ Smooth flowing movement
- ✓ Look where you want to go, let your hands follow your eyes

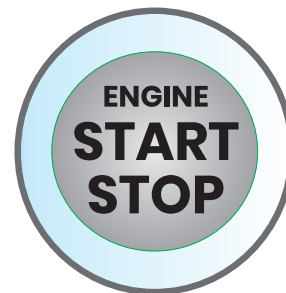


### Indicators

- ✓ Fingertip control
- ✓ Move the stalk in the same direction that you turn the wheel

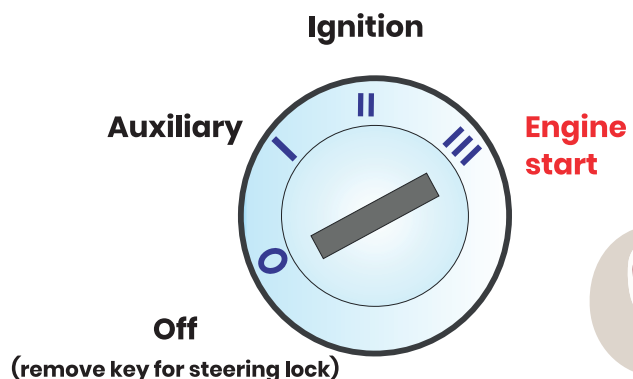
### Engine start with button

- ✓ Handbrake/Neutral (manual)
- ✓ Handbrake + Park or Neutral (automatic)
- ✓ Pressure on footbrake (or clutch - manual)
- ✓ Press and release button



### Engine start with key

- ✓ Handbrake/Neutral (manual)
- ✓ Handbrake + Park or Neutral (automatic)
- ✓ Pressure on footbrake (or clutch - manual)
- ✓ Ignition switch (3 positions)
- ✓ Release key on starting



## 5. Steering

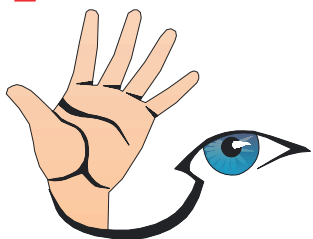
### General

- ✓ Aim for a natural, safe steering method
- ✓ Use both hands to steer
- ✓ Hands at or just below 'ten to two' for stability
- ✓ Thumbs on the wheel rim
- ✓ Light, but firm grip
- ✓ Relax arms from the shoulders
- ✓ Avoid using arm rests or door for support

### Vision

- ✓ Look well ahead
- ✓ 'Aim high' with your eyes
- ✓ Turn your head when turning right and left
- ✓ Keep your eyes moving
- ✓ Watch the road, not the front of your car!
- ✓ **Aim at what you want to hit...**
- ✓ Concentrate on spaces, not obstacles

# Aim at what you want to hit!



**Let your hands follow your eyes**

### Allow your hands to flow



**For some curves you might keep your hands in a 'fixed' position on the wheel**

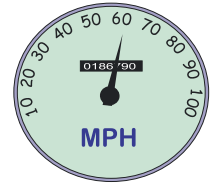
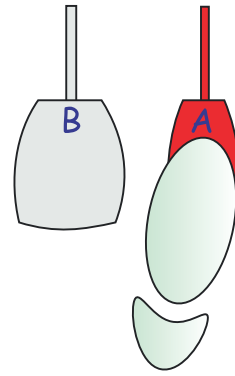


**For some curves you might keep your hands in a 'fixed' position on the wheel**

## 6. Automatic Transmission

### Accelerator

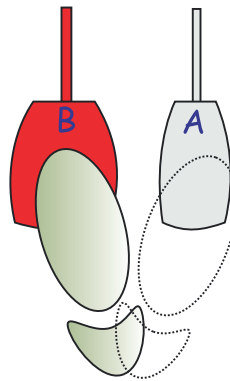
- ✓ Known as gas pedal
- ✓ Controls fuel flow to the engine
- ✓ More fuel, more power
- ✓ Operated with right foot
- ✓ Gentle use



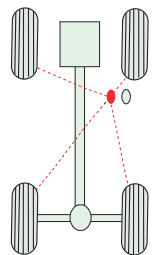
**More gas,  
more power**

### Footbrake

- ✓ Slows and stops the car
- ✓ Operates on all four wheels
- ✓ Shows the brake lights
- ✓ Pivot the right foot
- ✓ Use progressively
- ✓ Use in conjunction with mirrors
- ✓ Can be used for slow-speed manoeuvres



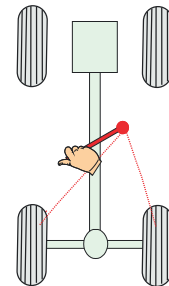
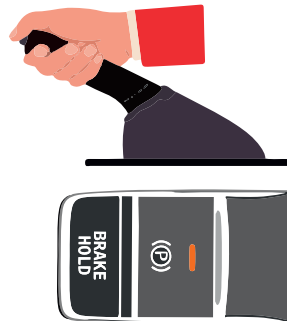
**Mirrors  
brake lights**



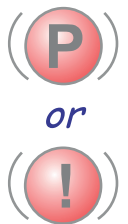
**All four  
wheels**

### Lever handbrake

- ✓ Use when waiting or parking
- ✓ Works on rear wheels only
- ✓ Secured by ratchet
- ✓ Use button when applying

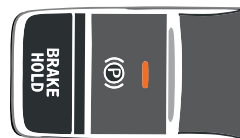


**Rear wheels  
only**



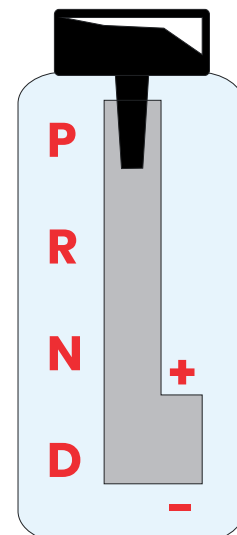
### Electronic handbrake

- ✓ Use when waiting or parking
- ✓ Works on rear wheels only
- ✓ Operated by fingertip switch
- ✓ Will usually release automatically
- ✓ Often includes a 'brake hold' feature to lock the wheels when stopped



### Gear selector

- ✓ **P** = Park - Locks the transmission
- ✓ **R** = Reverse
- ✓ **N** = Neutral - No gear is selected
- ✓ **D** = Normal forward driving
- ✓ Gears can be 'locked' in manual mode
- ✓ Some automatics also have a sports or 'sequential manual' option ('+' and '-' to change up/down)



## 7. Mirrors and blind spots

### Adjustment

- ✓ Adjust mirrors from your normal seating position
- ✓ Avoid touching the glass
- ✓ Adjust for maximum rear view

### Use mirrors well before

- ✓ Moving off
- ✓ Signalling
- ✓ Changing direction or road position
- ✓ Changing speed
- ✓ Opening doors

### Method

- ✓ **MSM**
- ✓ Quick glances
- ✓ Minimum head movement
- ✓ Use mirrors in pairs
- ✓ Dipping mirrors for use at night

### Blind spots

- ✓ Areas not covered by mirrors
- ✓ **Always** check before moving off
- ✓ Consider a **brief check** before turning right



**Flat Mirror**

Vehicles may appear to be further away when seen in convex mirrors



**Convex Mirror**

### MANOEUVRE



use mirrors as often as required for each manoeuvre

### SIGNAL

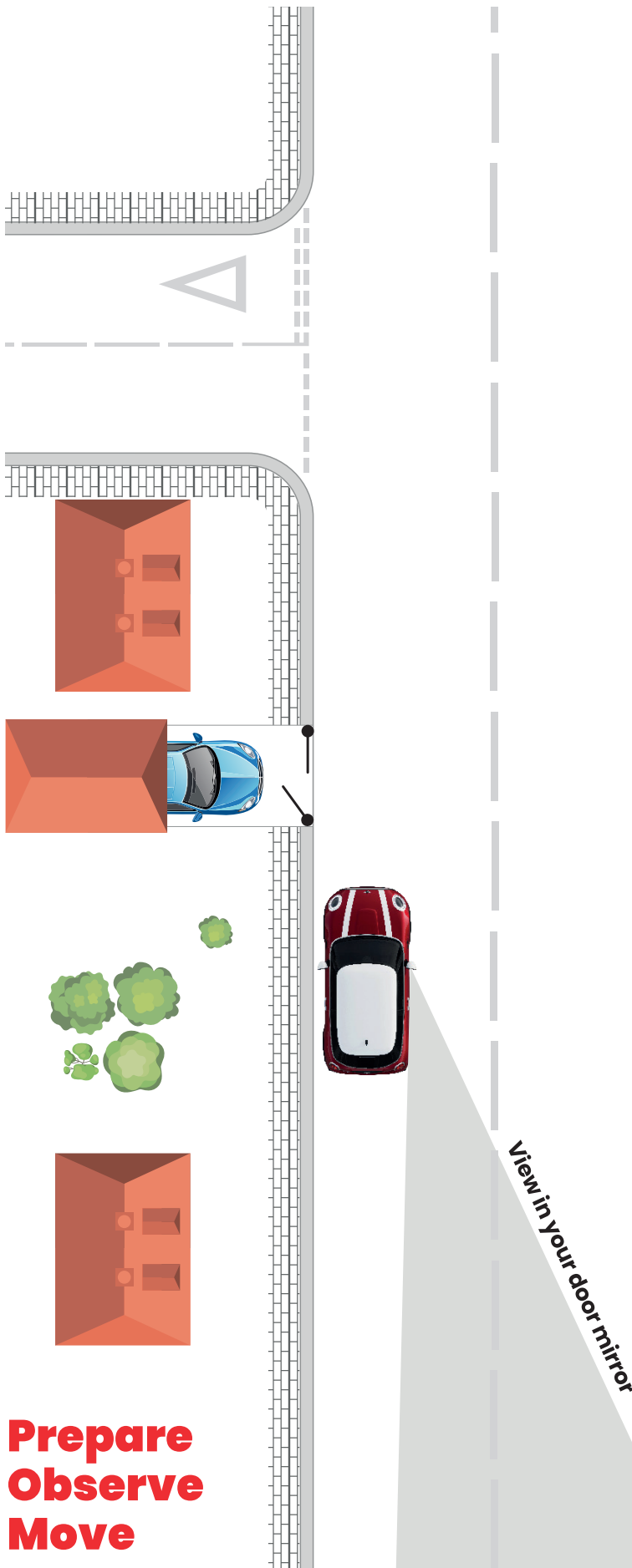
Inform others

### MIRRORS

Is it safe?



## 8. Moving off and stopping



**Prepare**  
**Observe**  
**Move**

### Prepare

- ✓ Handbrake/Neutral
- ✓ Start engine
- ✓ Select gear
- ✓ Set gas
- ✓ Biting point - **Feet still!**

### Observe

- ✓ Safety checks

• Left blind-spot  
• Left door mirror **Check first**

• Centre mirror  
• Road ahead  
• Right door mirror **Check as required**  
• Right blind-spot

- ✓ Consider a signal

### Move

- ✓ Release handbrake
- ✓ Clutch up gently ...
- ✓ Steer to safety-line
- ✓ Mirrors

### Stopping

- ✓ Choose a safe, legal and convenient place to park
- ✓ Mirrors
- ✓ Consider a Signal
- ✓ Look well ahead to steer
- ✓ Footbrake - Clutch
- ✓ Handbrake - Neutral

## 9. Safe signalling

### The purpose of signals

- ✓ To help other road users
- ✓ To warn other road users
- ✓ To alert others to your presence

### Safe signals are:

- ✓ Properly timed
- ✓ Given without misleading others

### Direction signals

- ✓ Flashing indicators
- ✓ Arm signals
- ✓ Reinforced by vehicle position

### Other methods of signalling

- ✓ Hazard lights
- ✓ Horn
- ✓ Flashing headlamps
- ✓ Brake lights
- ✓ Fog lights
- ✓ Reversing lights

## Mirrors Signal Manoeuvre



**I intend to turn right**



**I intend to turn left**



**I am slowing down**



**Headlights**



**Horn**

**I am here!**



**Hazard Lights**

**I am stationary  
or slowing down  
rapidly**



**Reversing Lights**

**I am reversing  
or intending  
to reverse**

## 10. Hazard routine

### Decision

- ✓ Make your final assessment of the situation
- ✓ Proceed positively or wait if you are unsure

### Look

- ✓ Look for additional dangers around the hazard:
  - Pedestrians
  - Vehicles/Cyclists
  - Obstructions

### Speed/Gear

- ✓ Adjust your speed by use of the footbrake or accelerator
- ✓ Slow enough to stop safely if required
- ✓ Select the appropriate gear

### Position

- ✓ Take up your road position **after** signalling

### Signals

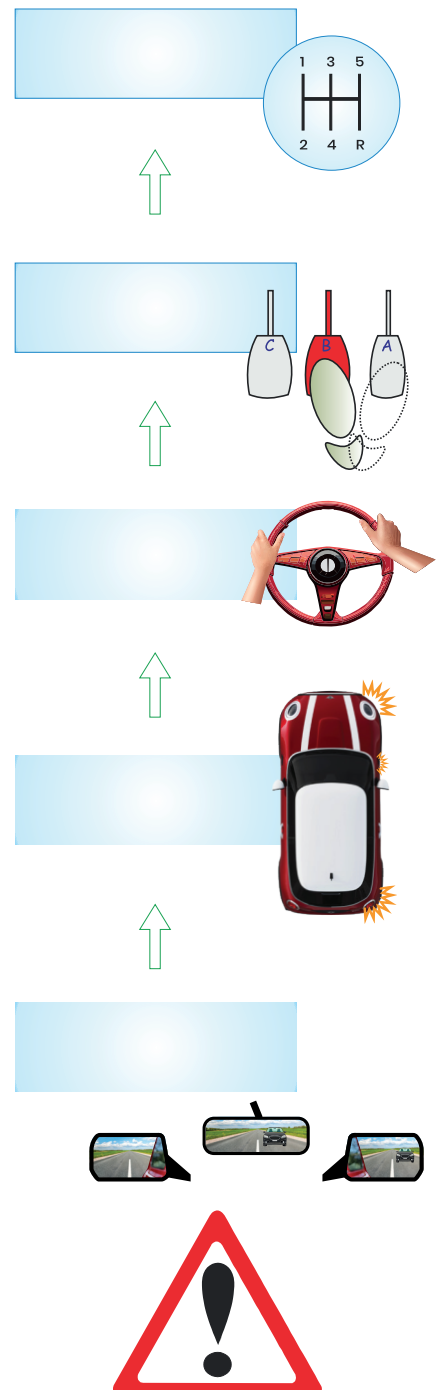
- ✓ Always consider a direction signal
- ✓ Timing - early/late?
- ✓ Without misleading
- ✓ Brake lights are a signal

### Mirrors

- ✓ Use more than one mirror
- ✓ Quick Glances
- ✓ Ask yourself if it's safe to complete your intended manoeuvre

**DRIVE**  
you know you want to...

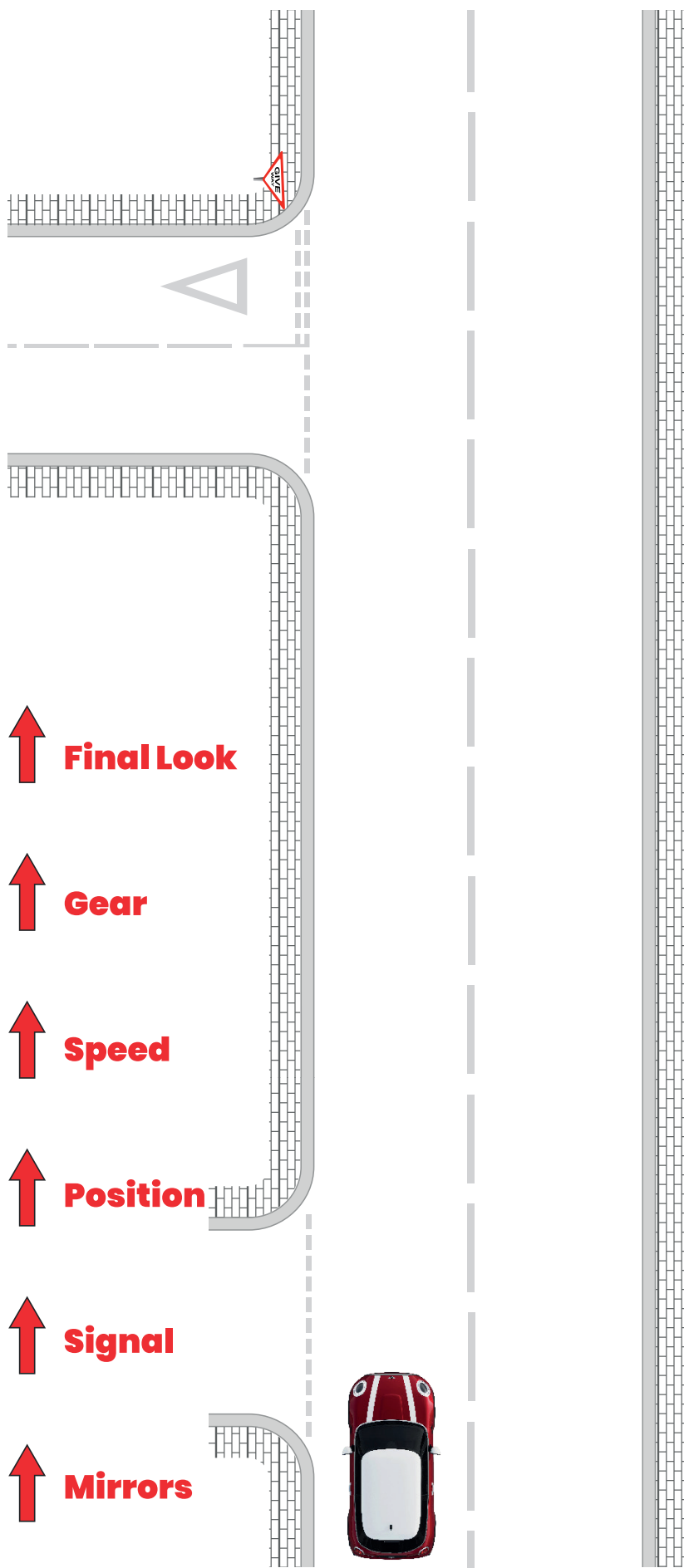
**?**  
**Wait or go?**



**DRIVE**

...you know you want to

## 11. Turning left



### ↑ Look

- ✓ Mirrors before turning  
Look in current road and new road for:
  - Pedestrians
  - Vehicles/Cyclists
  - Obstructions
- ✓ Mirrors in new road  
- safe to accelerate?

### ↑ Speed/Gear

- ✓ Reduce speed before downward gear changes
- ✓ Select an appropriate gear
- ✓ Slow enough to turn or stop safely

### ↑ Position

- ✓ Maintain safety-line  
1 metre from kerb or obstructions

### ↑ Signal

- ✓ Timing - early/late?
- ✓ Without misleading
- ✓ Re-check mirrors to gauge the reaction of drivers behind

### ↑ Mirrors

- ✓ Is it safe to turn?
- ✓ Check interior and door mirrors

## 12. Turning right

### Position when turning

- ✓ Keep well to your own side of the road as you turn
- ✓ Right door mirror before turning
- ✓ Mirrors in new road  
- safe to accelerate?

### Wait or go?

- ✓ Wait at the 'point of turn'
- ✓ Keep wheels pointing straight ahead when waiting
- ✓ Look for pedestrians, cyclists, vehicles or other obstructions
- ✓ If you can walk across ...

### Speed/Gear

- ✓ Slow enough to turn safely, being prepared to stop ...
- ✓ Time your approach by slowing down to fit with gaps in traffic

### Position

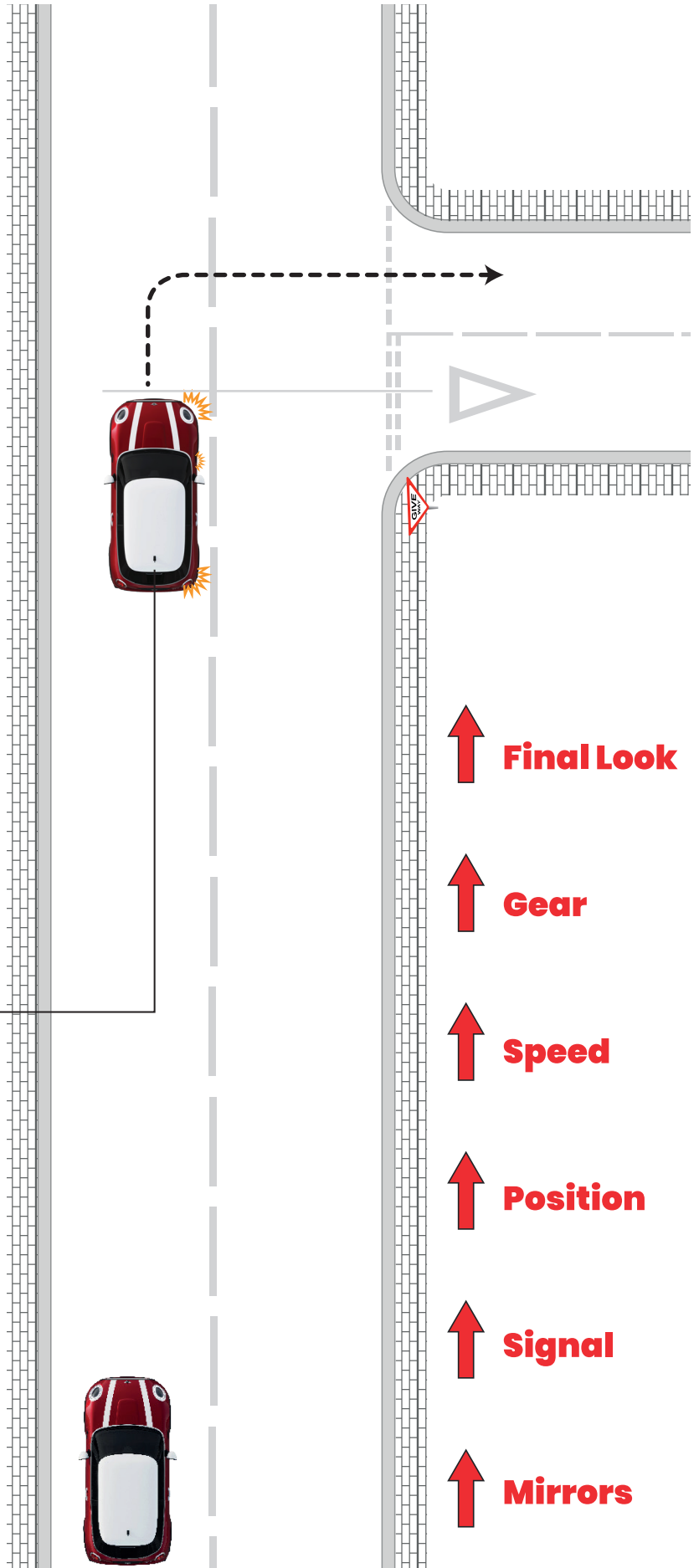
- ✓ Left of centre, but allowing sufficient space for oncoming vehicles
- ✓ Wait at the 'point of turn' ←
- ✓ Allow traffic to pass on the left where there is enough space

### Signal

- ✓ Timing - early/late?
- ✓ Without misleading
- ✓ Re-check mirrors to gauge the reaction of drivers behind

### Mirrors

- ✓ Is it safe to turn?
- ✓ Check interior and door mirrors



## 13. Emerging at T-junctions

### Approaching

- ✓ **MSM - PSL**
- ✓ Early assessment
- ✓ Open or Closed view?

### Arriving

- ✓ Position right/left
- ✓ 'Give Way' - rolling gear change
- ✓ 'Stop Line' stop before changing gear
- ✓ Effective observation - looking for gaps
- ✓ Decide to wait or go
- ✓ Handbrake?

### Vehicles on major road

- ✓ Have priority and should not need to change speed or position

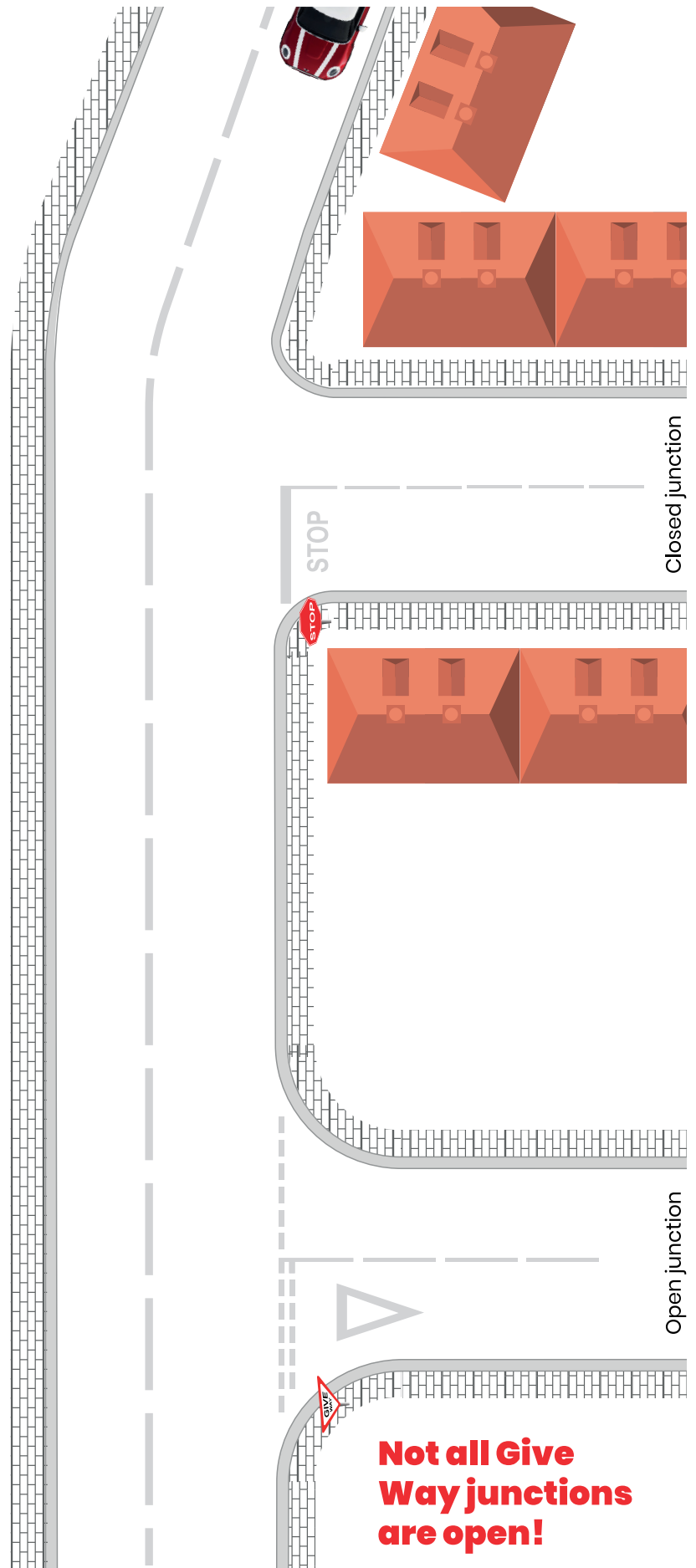
### Emerging

- ✓ Check door mirrors ...
- ✓ Creep and peep?
- ✓ Think Bike!
- ✓ Look where you're going when steering out!

### In the new road

- ✓ **Mirrors**
- ✓ **Signal cancelled?**
- ✓ **Make progress**

## Look, Assess, Decide, Act

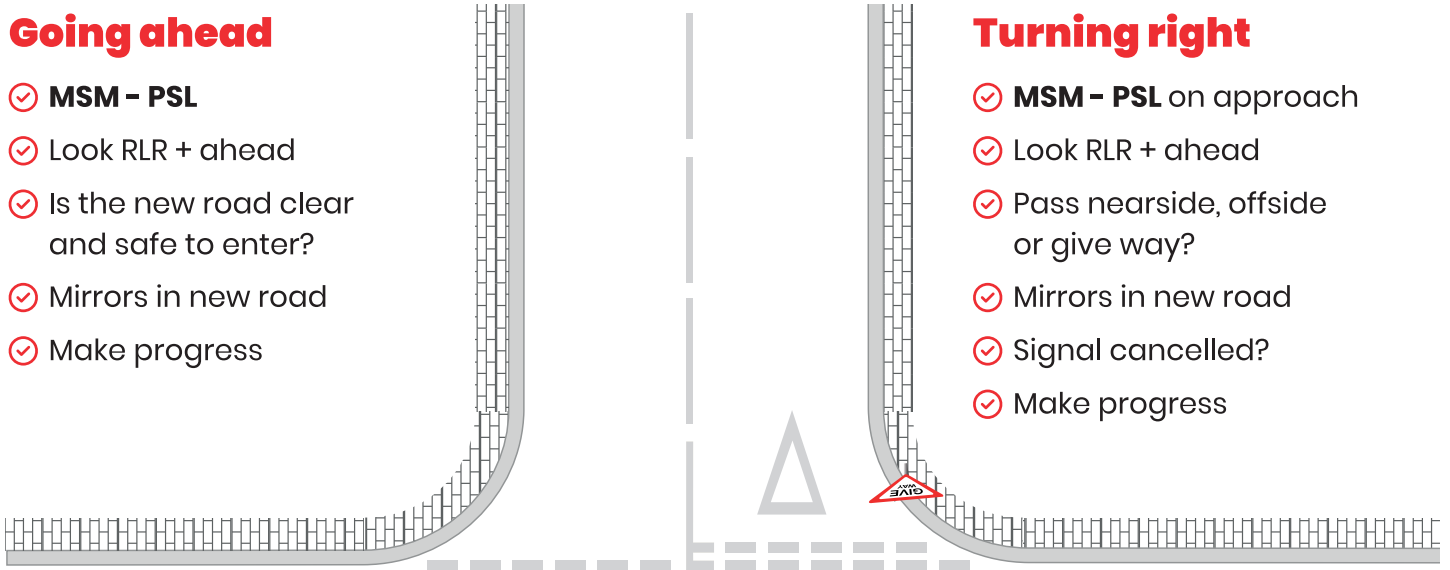




## 14. Crossroads

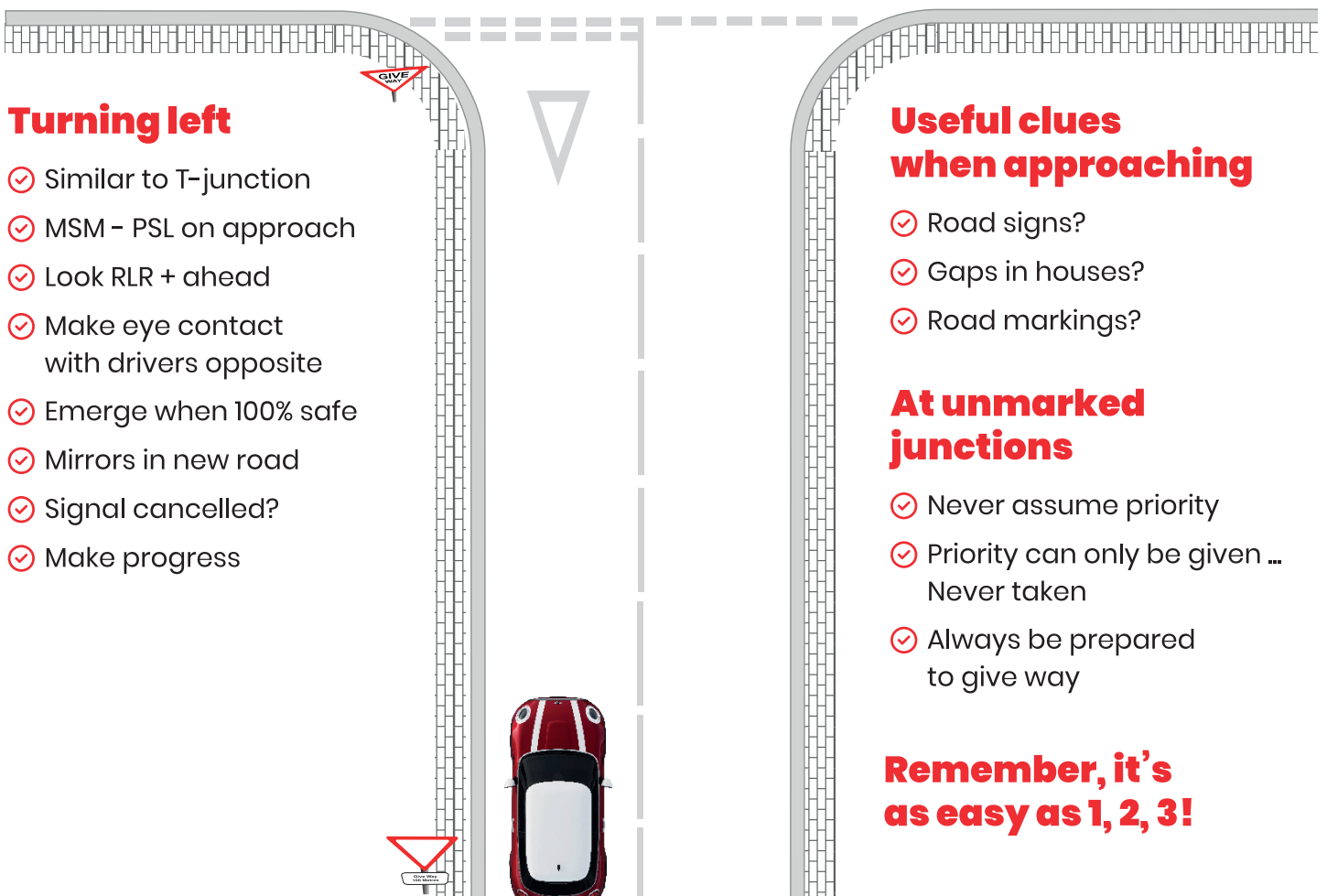
### Going ahead

- ✓ **MSM - PSL**
- ✓ Look RLR + ahead
- ✓ Is the new road clear and safe to enter?
- ✓ Mirrors in new road
- ✓ Make progress



### Turning right

- ✓ **MSM - PSL** on approach
- ✓ Look RLR + ahead
- ✓ Pass nearside, offside or give way?
- ✓ Mirrors in new road
- ✓ Signal cancelled?
- ✓ Make progress



### Turning left

- ✓ Similar to T-junction
- ✓ MSM - PSL on approach
- ✓ Look RLR + ahead
- ✓ Make eye contact with drivers opposite
- ✓ Emerge when 100% safe
- ✓ Mirrors in new road
- ✓ Signal cancelled?
- ✓ Make progress

### Useful clues when approaching

- ✓ Road signs?
- ✓ Gaps in houses?
- ✓ Road markings?

### At unmarked junctions

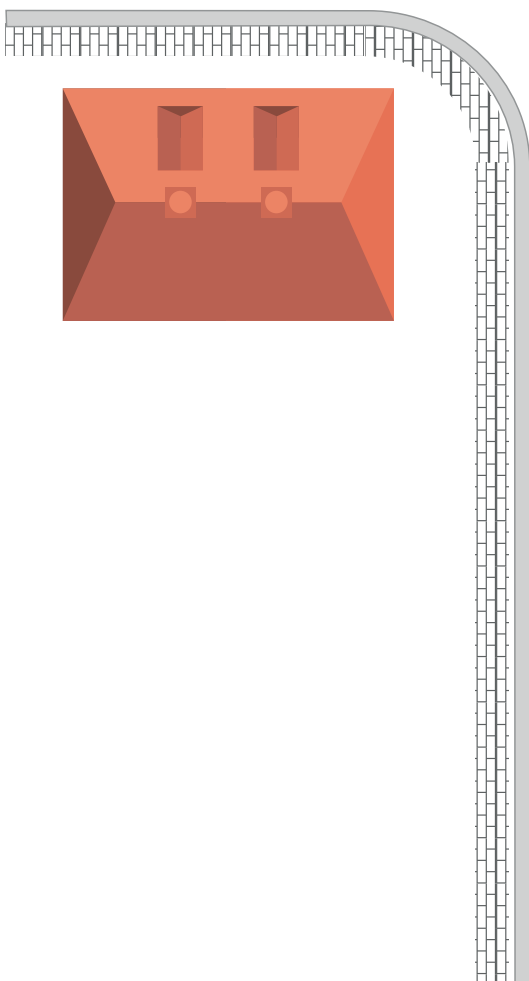
- ✓ Never assume priority
- ✓ Priority can only be given ... Never taken
- ✓ Always be prepared to give way

**Remember, it's as easy as 1, 2, 3!**

## 15. Unmarked junctions

### At unmarked junctions

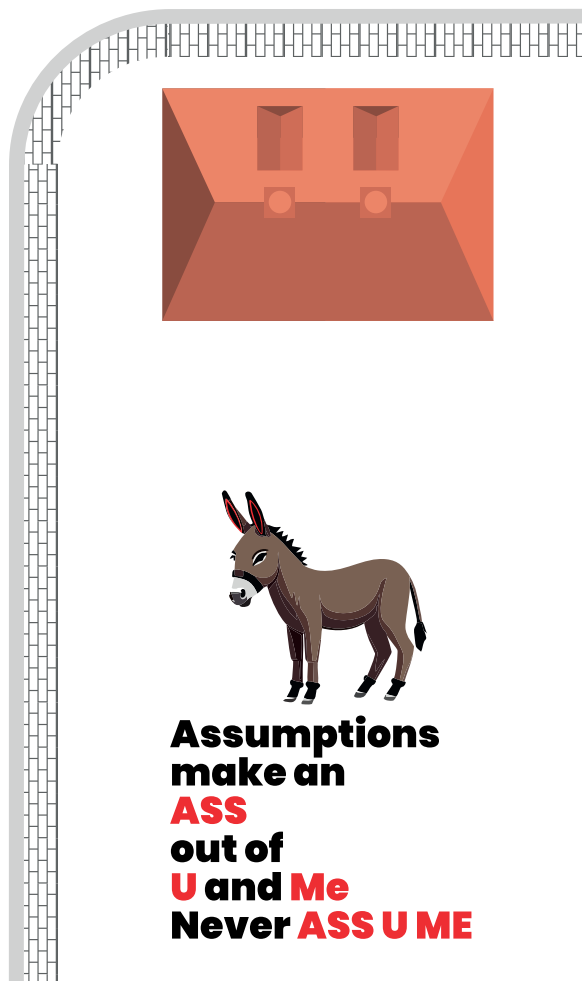
- ✓ Never assume priority
- ✓ Priority can only be given ...  
Never taken
- ✓ Always be prepared  
to give way



What can this driver see?

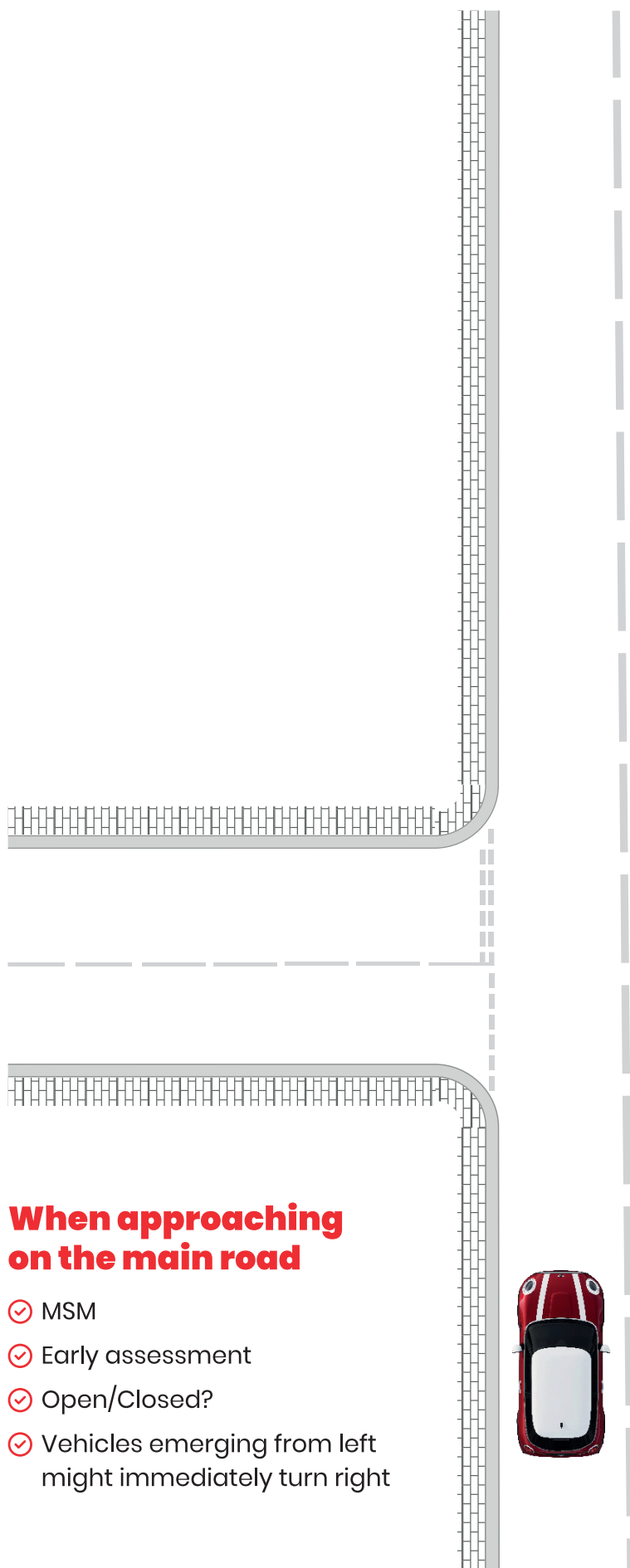
### Useful clues when approaching

- ✓ Road signs?
- ✓ Gaps in houses?
- ✓ Breaks in trees/hedges
- ✓ Other vehicles?
- ✓ Direction signs



**Assumptions  
make an  
ASS  
out of  
U and Me  
Never ASS U ME**

## 16. Staggered Junctions



### When approaching on the main road

- ✓ MSM
- ✓ Early assessment
- ✓ Open/Closed?
- ✓ Vehicles emerging from left might immediately turn right



### When emerging

- ✓ Look RLR + Road ahead
- ✓ Are all roads clear?
- ✓ Vehicles from road opposite could turn into your path
- ✓ If in doubt... Wait!

## 17. Y shaped junctions

### Approaching to emerge

- ✓ **MSM-PSL**
- ✓ Early, full observation
- ✓ Be aware of stationary vehicles ahead, waiting to emerge

### Emerging (POM)

- ✓ Make full use of door mirrors
- ✓ Be aware of vehicles that might be hidden in blind spots caused by door pillars etc.
- ✓ Make sure the vehicle ahead has moved before you move

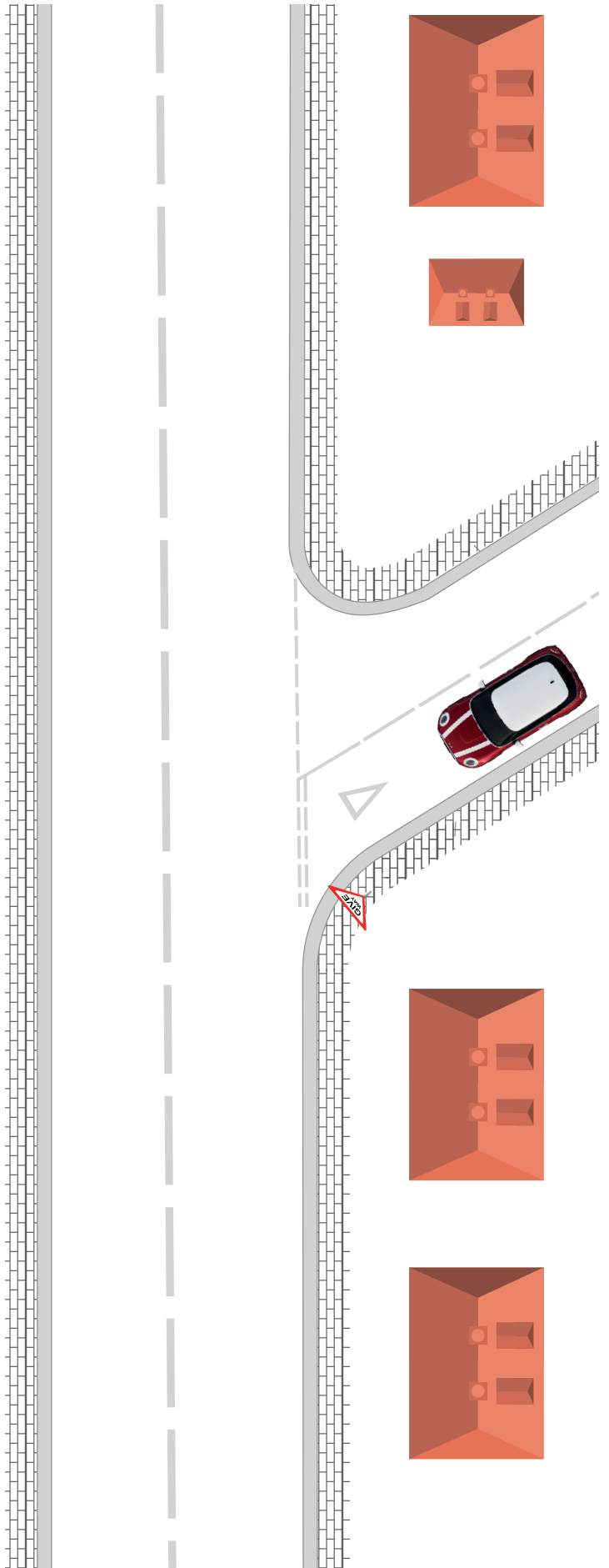
### Approaching on the main road

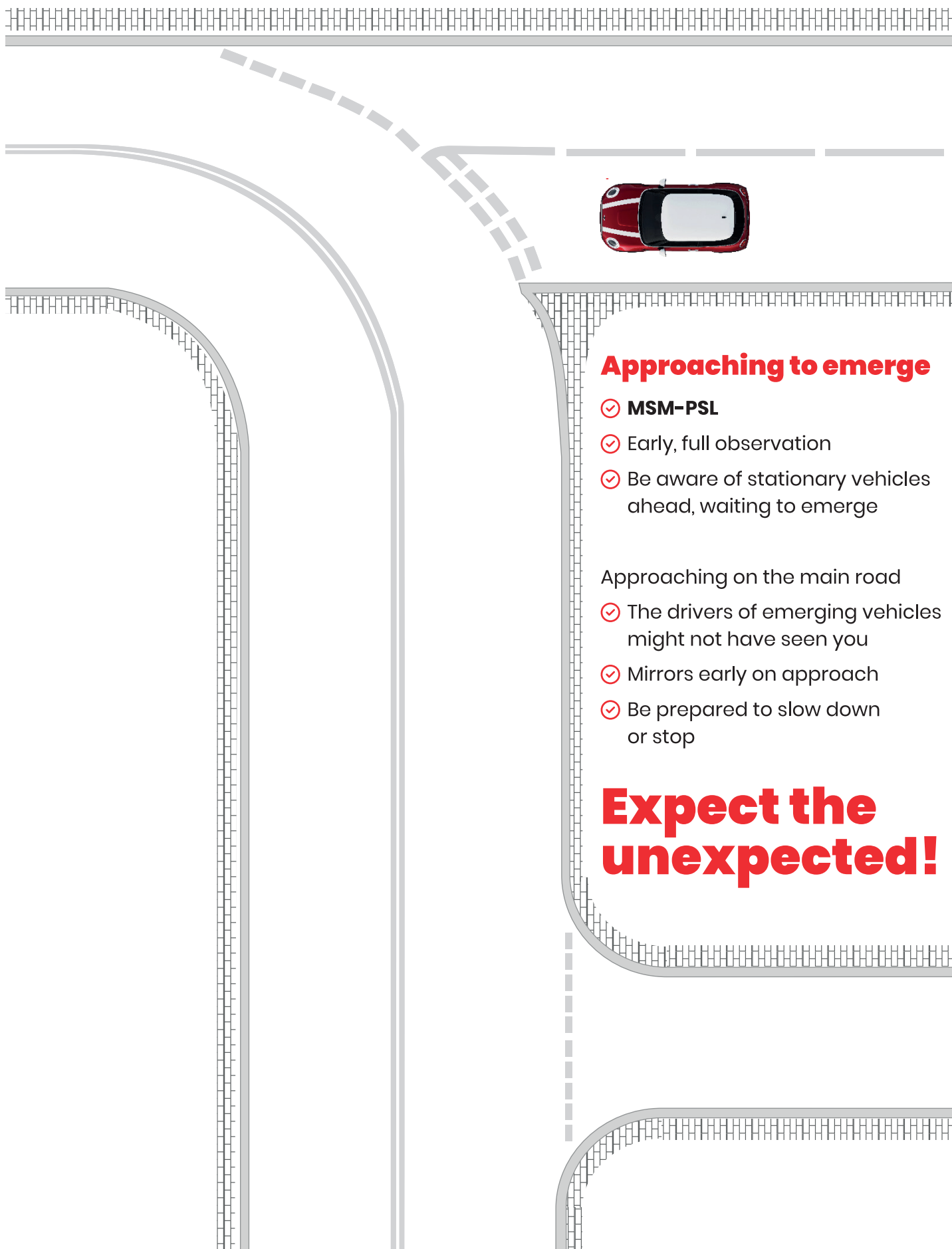
- ✓ The drivers of emerging vehicles might not have seen you
- ✓ Mirrors early on approach
- ✓ Be prepared to slow down or stop

### Similar situations

- ✓ Petrol station exits
- ✓ Merging into one-way systems

# Expect the unexpected!





### Approaching to emerge

- ✓ **MSM-PSL**
- ✓ Early, full observation
- ✓ Be aware of stationary vehicles ahead, waiting to emerge

Approaching on the main road

- ✓ The drivers of emerging vehicles might not have seen you
- ✓ Mirrors early on approach
- ✓ Be prepared to slow down or stop

### Expect the unexpected!

## 19. Crossing other traffic

### Where?

- ✓ Anywhere that you pass in front of other vehicles
- ✓ Turning right
- ✓ Entering gateways

### Approach to turn right

- ✓ MSM - PSL
- ✓ Time your approach by slowing to fit with gaps in traffic

### Approaching vehicles

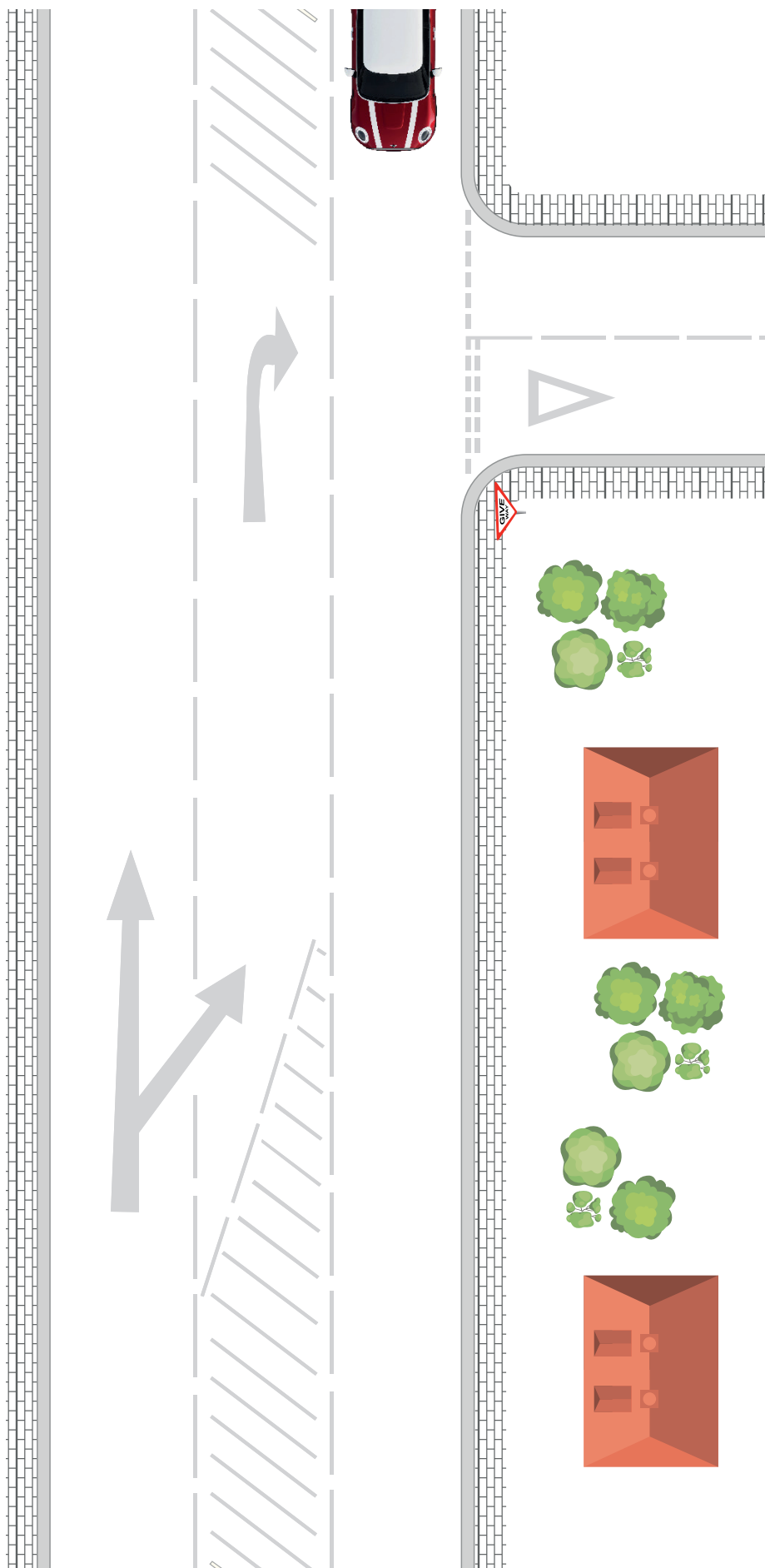
- ✓ Have priority
- ✓ Should not need to change speed or direction

### Decision to proceed

- ✓ Could you walk across?
- ✓ Is the 'new road' clear of:  
Pedestrians who are crossing?  
Obstructions?  
Queuing vehicles?

### Hatched markings

- ✓ Separate opposing streams of traffic
- ✓ Create 'protective zones'
- ✓ Avoid driving on hatched areas
- ✓ Only enter areas bounded by a solid line in an emergency





## 20. Hatched markings

### Purpose

- ✓ Separate opposing streams of traffic
- ✓ Create 'protective zones'

### Action

- ✓ Avoid driving on hatched areas
- ✓ Only enter areas bounded by a solid line in an emergency

### Safety

- ✓ More paint = More danger
- ✓ Avoid driving on hatched areas bounded by broken white lines
- ✓ Never drive onto hatched markings bounded by solid white lines
- ✓ Be alert, expect others to break the rules!

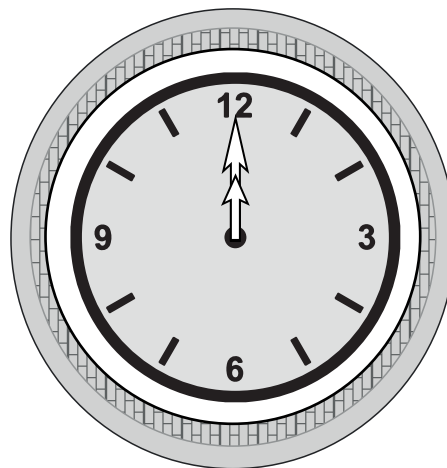


### Going ahead

- ✓ No signal on approach
- ✓ Keep to left-hand lane
- ✓ (Mirrors) Signal left as you pass the exit before the one you want

### Turning left

- ✓ Signal left on approach
- ✓ Maintain signal
- ✓ Keep to the left lane



### General advice

- ✓ Whenever practical, follow the 'twelve o'clock rule'
- ✓ Look for signs/lane markings, local 'rules' may vary ...
- ✓ Be aware of the actions of other road users, especially:
  - Long vehicles
  - Vehicles towing trailers
  - Motor cyclists
  - Bicycles



### Turning right

- ✓ Signal right on approach
- ✓ Use the right-hand lane
- ✓ (Mirrors) Signal left as you pass the exit before the one you want
- ✓ Take special care when changing lanes
- ✓ If you miss your exit, go round again

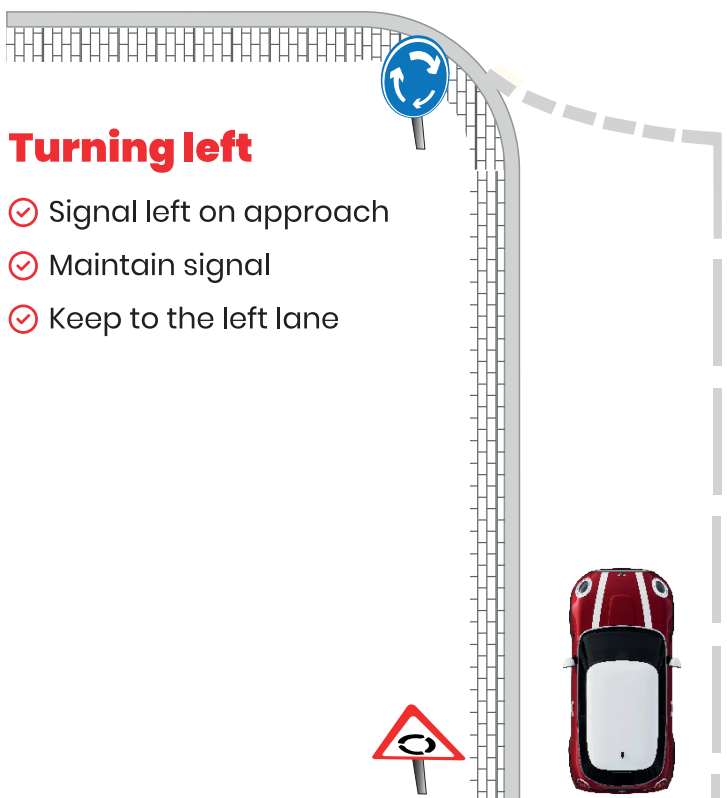
## 22. Mini roundabout

### Going ahead

- ✓ No signal on approach
- ✓ Keep to the left lane
- ✓ (Mirrors) Signal left as you pass the first exit if time allows

### Turning right

- ✓ Signal right on approach
- ✓ Use the right-hand lane
- ✓ Drive around the roundabout; don't cut across
- ✓ Where time allows, signal left as you pass the exit before the one you want



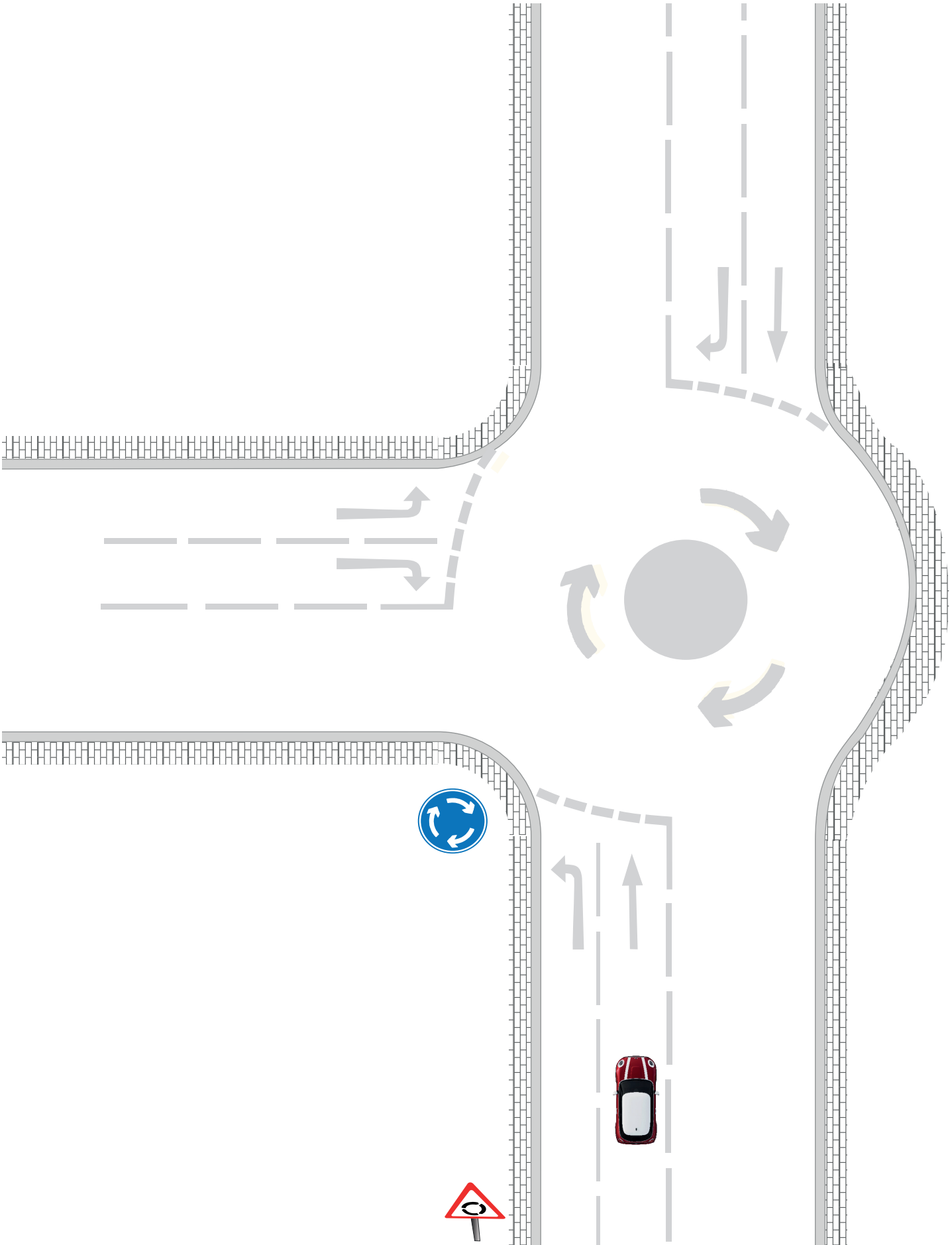
### Turning left

- ✓ Signal left on approach
- ✓ Maintain signal
- ✓ Keep to the left lane

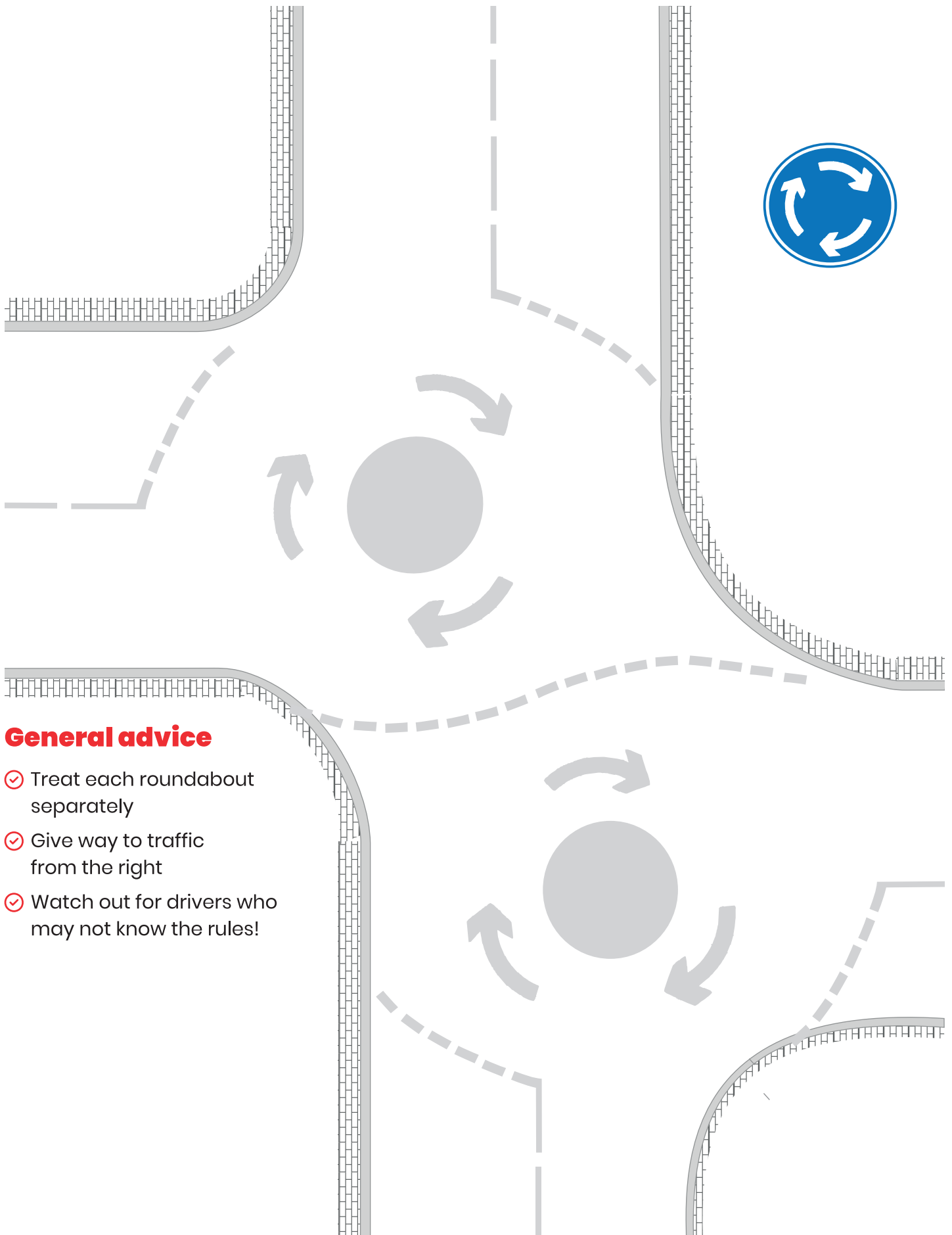
### General advice

- ✓ Beware of approaching car drivers who might:
- ✓ Cut across the roundabout in front of you
- ✓ Use the roundabout to do a U-turn
- ✓ Long vehicles might cut across the roundabout; give them plenty of space

23. Mini roundabout



## 24. Double mini roundabout



### General advice

- ✓ Treat each roundabout separately
- ✓ Give way to traffic from the right
- ✓ Watch out for drivers who may not know the rules!

## 25. Zebra crossing



**Take special care  
when children  
are crossing**

### ↑ Proceeding

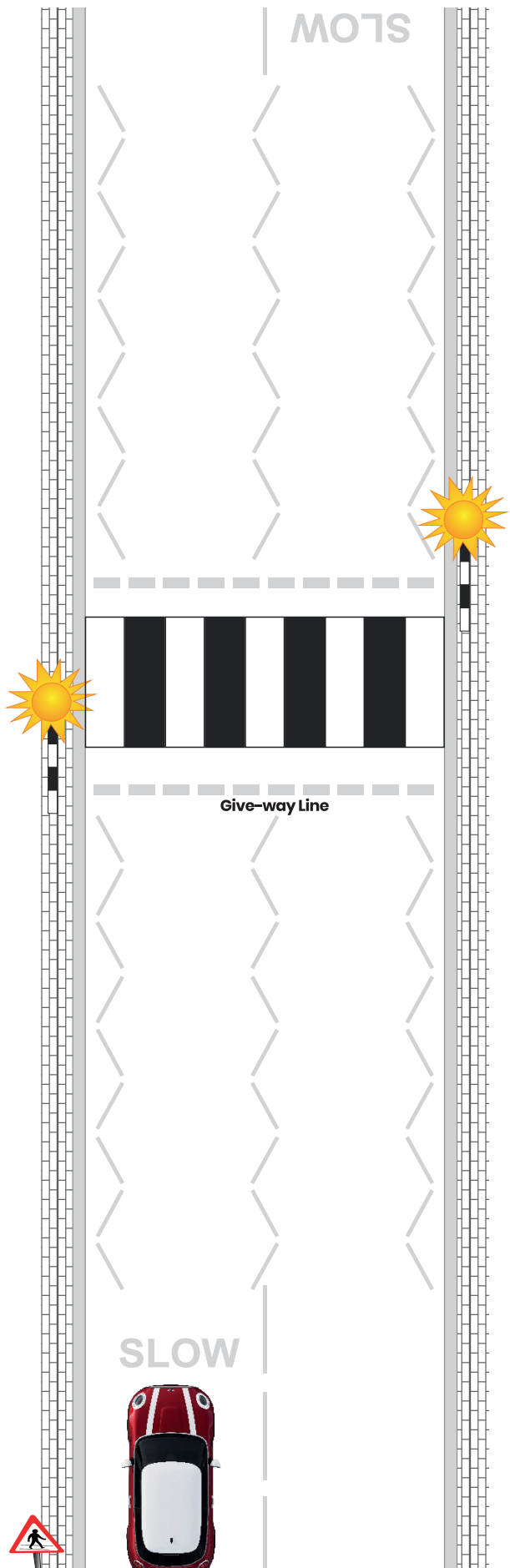
- ✓ Proceed when the crossing is clear and it is 100% safe
- ✓ Check blind spots - someone may run onto the crossing
- ✓ Keep crossings clear in traffic queues
- ✓ School/Police controlled: proceed when signalled to do so if safe

### At the crossing

- ✓ Wait behind Give Way/Stop line
- ✓ Secure the car
- ✓ It is dangerous to beckon pedestrians to cross the road

### Approaching

- ✓ Look for pedestrians on or near the crossing
- ✓ MSM - Early mirror check
- ✓ Slow enough to stop safely
- ✓ No parking or overtaking on the zig-zag lines
- ✓ Where there is a central island treat the crossing as two separate crossings
- ✓ Beware - pedestrians might not know the rules!

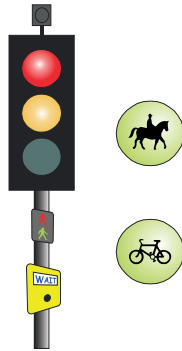




## 26. Light controlled crossings



Pelican crossing



Puffin/Toucan/Equestrian or  
Combined road junction and crossing

### Crossings with islands

- ✓ **Straight pelicans, puffins, toucans:** treat as one crossing
- ✓ **Staggered crossings:** treat as two crossings – watch for pedestrians who are not following the rules!

### Proceeding

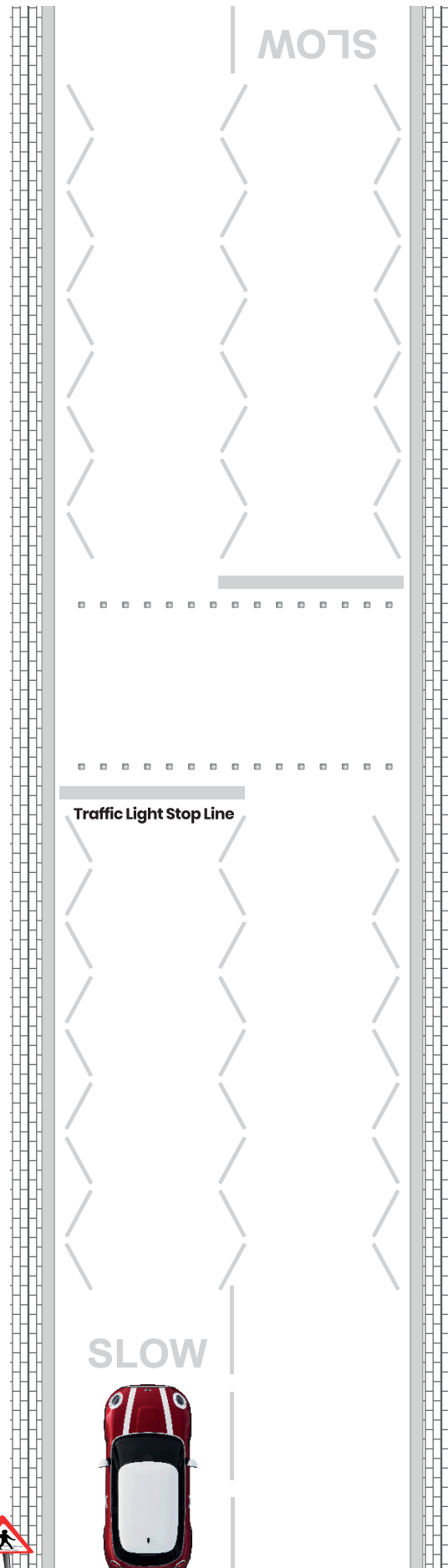
- ✓ Check blind spots – someone may run onto the crossing
- ✓ Keep crossings clear in traffic queues
- ✓ **Pelican:** proceed when safe at flashing amber or green light
- ✓ **Puffin/Toucan/Pegasus/Combined junction and crossing:** proceed when safe on green light

### At the crossing

- ✓ Wait behind Give Way/Stop line
- ✓ Secure the car
- ✓ **It is dangerous to beckon pedestrians to cross the road**

### Approaching

- ✓ Look for pedestrians on or near the crossing
- ✓ MSM – Early mirror check
- ✓ Slow enough to stop safely
- ✓ No parking or overtaking on the zig-zag lines



### Full barriers

- ✓ Gates or barriers across all of the road
- ✓ Amber flashing advance warning
- ✓ Red flashing 'Stop' lights
- ✓ Audible warning siren or bell
- ✓ Never try to 'beat the barrier'
- ✓ If lights continue - another train may approach

### Half-Barriers

- ✓ Same rules as full barriers
- ✓ Barriers over half the road only
- ✓ Never zig-zag around the barriers

### Manual gates

- ✓ Open gates on both sides before proceeding
- ✓ Read any warning or advisory notices
- ✓ Do not linger on the crossing
- ✓ Always close gates securely

### Open crossings

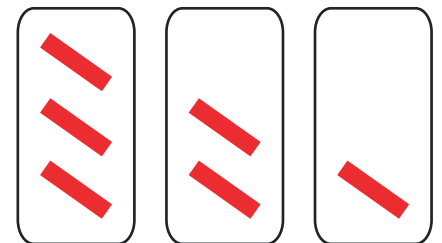
- ✓ Can have lights, 'Stop' or 'Give Way' signs
- ✓ Stop look and listen
- ✓ Trains can approach very quickly
- ✓ Trains can take up to a mile to stop!

### Rail crossing breakdowns

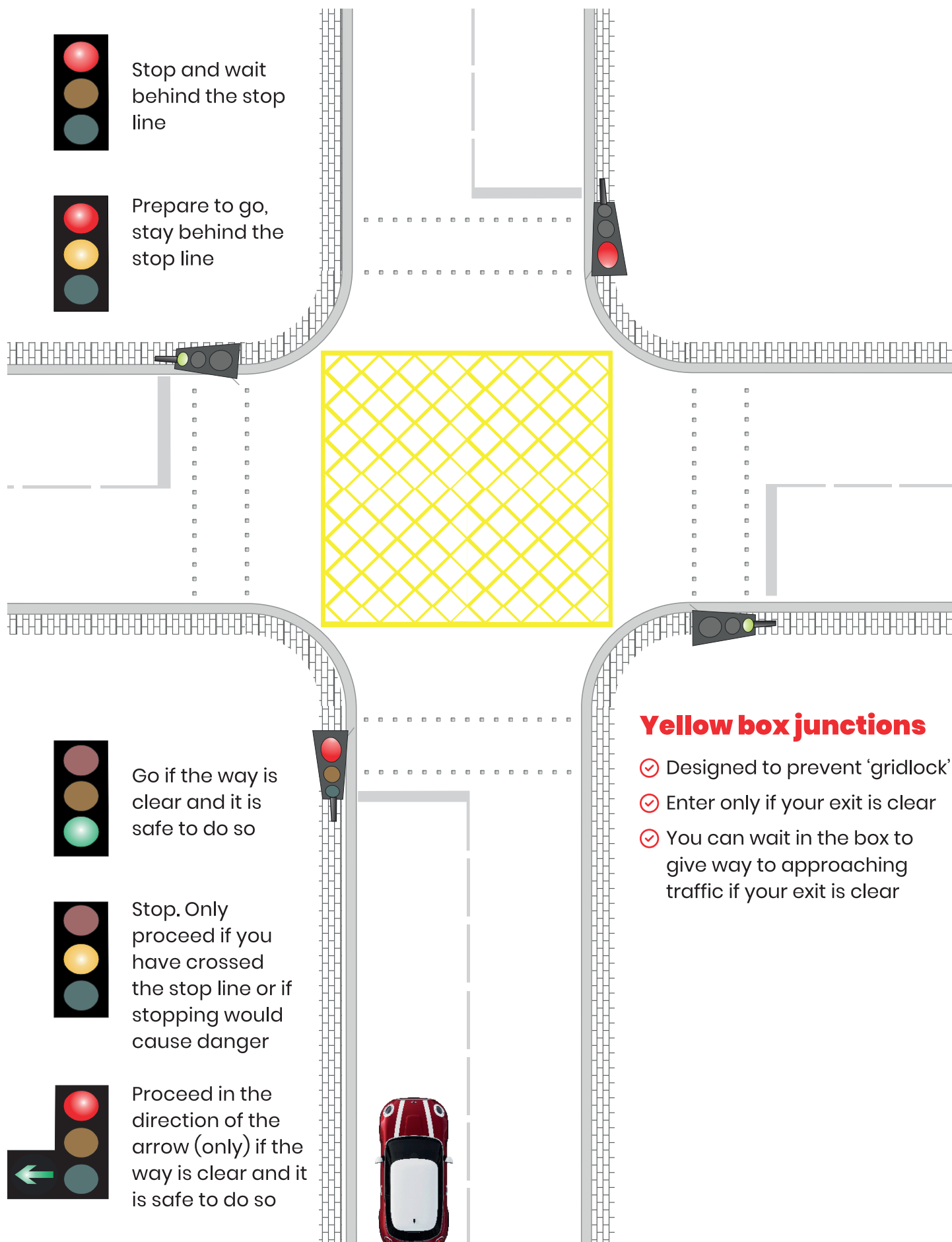
- ✓ Get passengers out and clear of the crossing
- ✓ Phone the signaller
- ✓ Move the car if possible, by pushing or using the starter motor
- ✓ Stand well clear if lights flash, siren sounds or if you hear a train

### Tramways

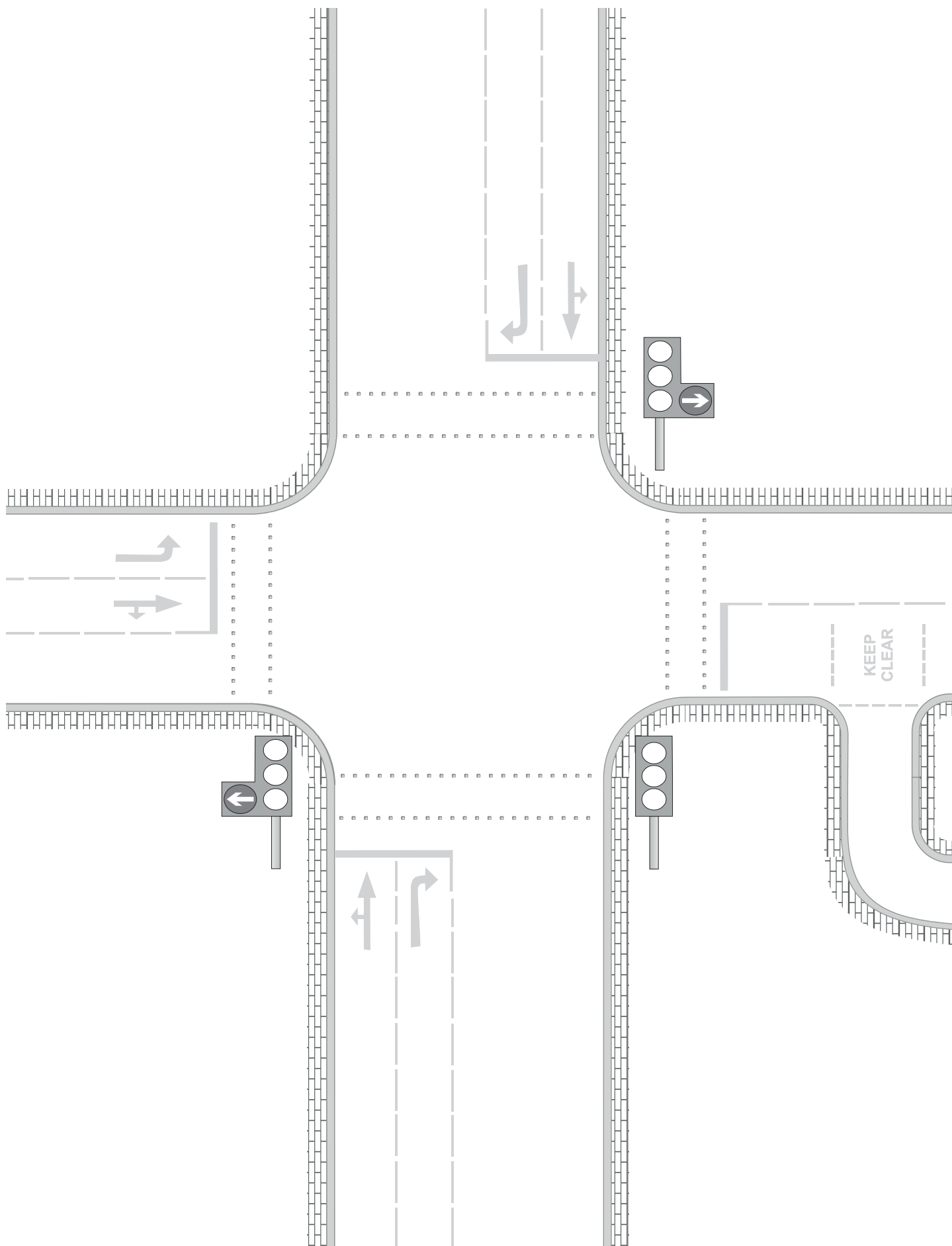
- ✓ Sometimes run along the road and are shared with drivers
- ✓ Might leave the main carriageway
- ✓ Always give priority to trams
- ✓ See the Highway Code rules 300 to 307



## 28. Traffic lights



## 29. Filter lanes and traffic lights



## 30. Meeting vehicles

### Where?

- ✓ Anywhere where the road width is restricted
  - Parked vehicles
  - Road works
  - Traffic calming schemes

### Approach

- ✓ Decide who has priority
- ✓ **MSM**
- ✓ Time your approach by slowing down to fit with gaps in traffic
- ✓ **Decide:** Wait, go or 'don't know'?

### Arrival

- ✓ If you don't know, don't go
- ✓ Take up 'holdback' position when waiting
- ✓ Handbrake?

### While waiting

- ✓ Be alert for traffic movement all around
- ✓ Keep looking for safe gap

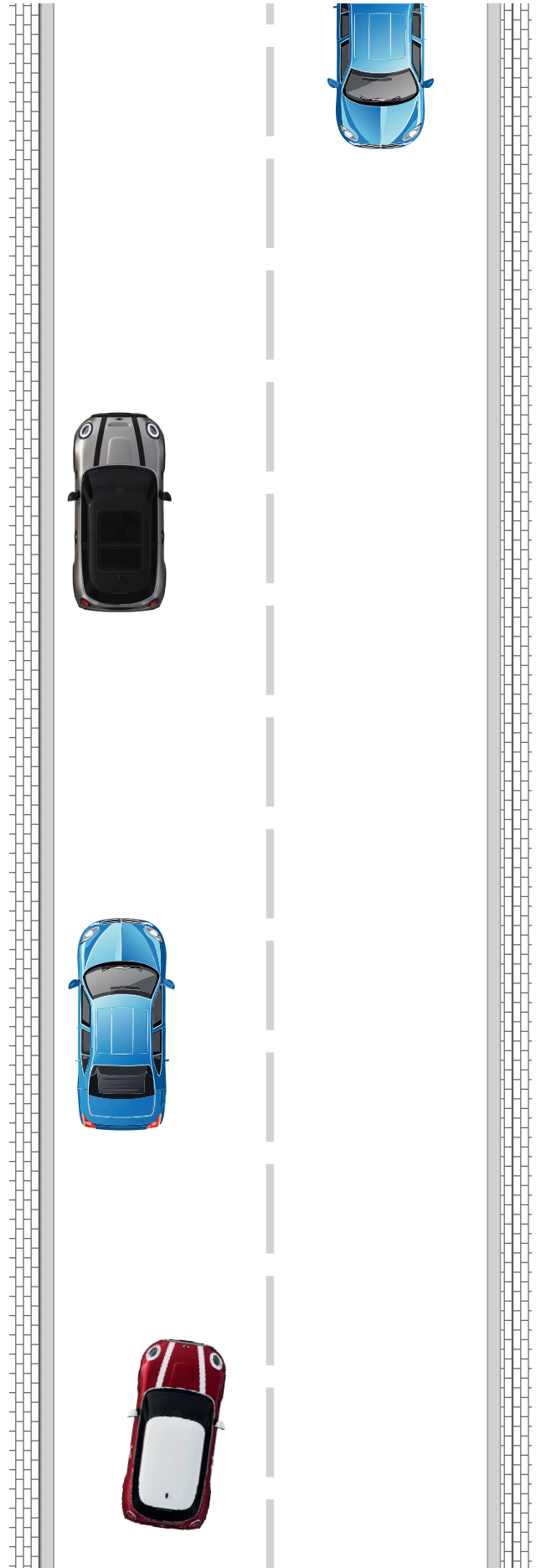
### Proceeding

- ✓ **'POM'** routine – with special attention to blind spots because of waiting position
- ✓ Anticipate dangers around the obstruction
- ✓ Allow adequate clearance when passing the obstruction

### General

- ✓ Flashing headlamps only indicate presence – make your own decision
- ✓ Thank other drivers when appropriate
- ✓ Cancel signals after use

**If in doubt  
wait..**





### Be a space-person! Keep a 'safety bubble' around you at all times

#### To the front

- ✓ Use the two-second rule
- ✓ At least double the space in poor weather
- ✓ Hang back from large vehicles to see ahead
- ✓ Tyres-n-Tarmac

#### To the sides – parked vehicles

- ✓ Minimum of 1 car door's width
- ✓ Reduced space? Reduce speed ...
- ✓ Look for hidden dangers

#### To the sides – other road users

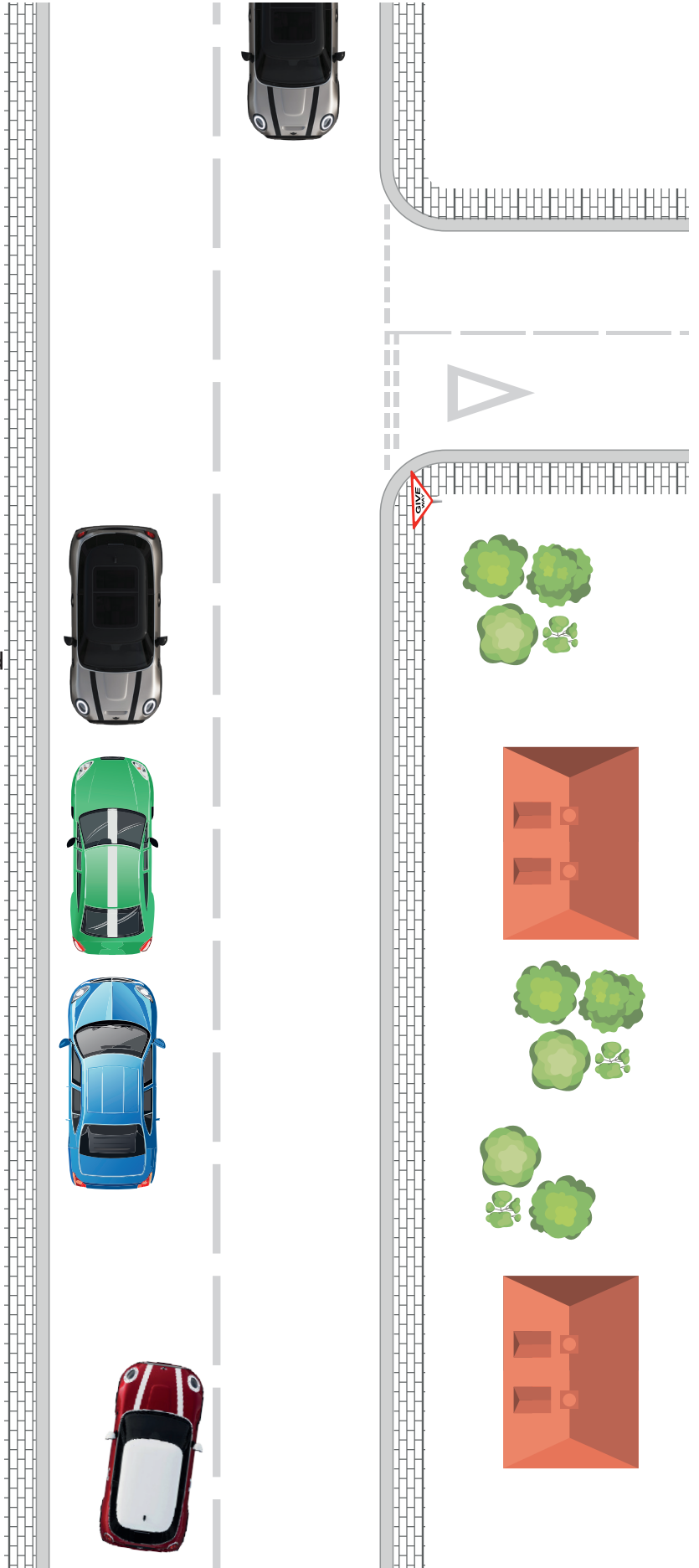
- ✓ Allow cyclists room to wobble – a minimum of 1.5 metres clearance
- ✓ Give pedestrians a wide berth
- ✓ Take extra care around horses and other animals
- ✓ Expect surprises!

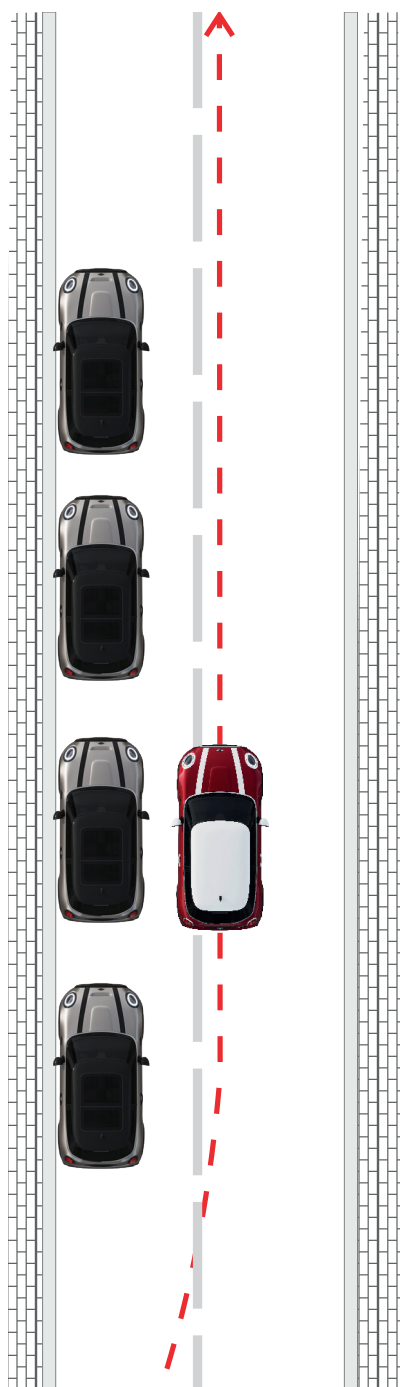
#### To the rear

- ✓ Increase your forward safety gap
- ✓ Allow tailgaters to overtake
- ✓ Allow more space to the front when vehicles behind are too close
- ✓ Check the space behind before reversing



**Only a fool breaks the 'Two-Second' rule**



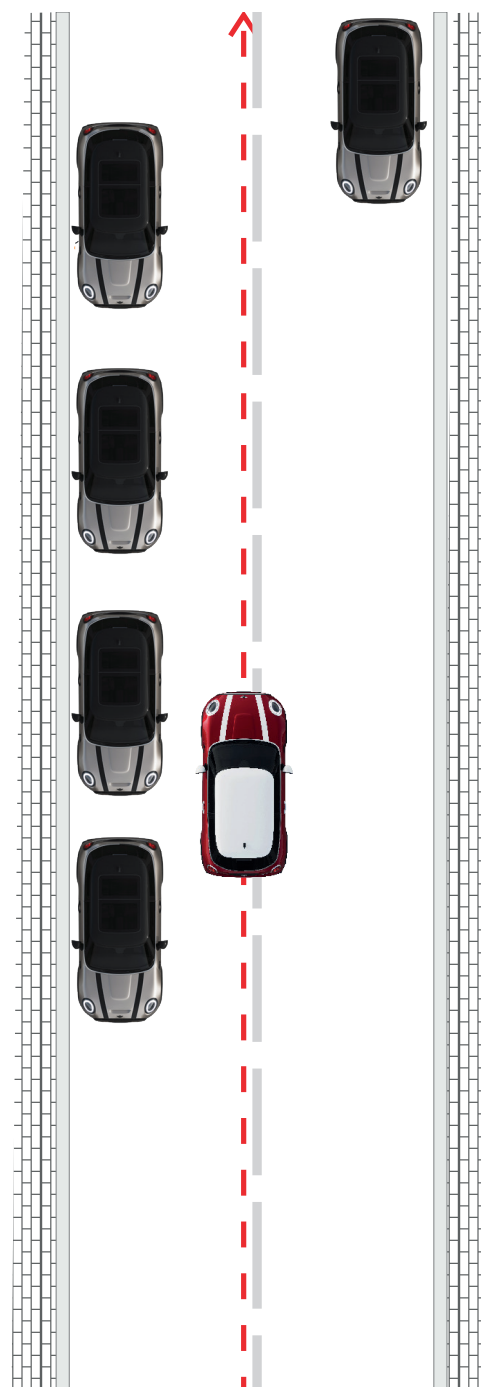


### Safe distance

- ✓ About a door width from the kerb or other obstructions
- ✓ Sufficient room for a door to open
- ✓ A minimum of 1 metres at 30 m.p.h.
- ✓ Allow double width for cyclists

### Speed related

- ✓ Less space, less speed
- ✓ Only half a metre space? Slow down to at 10 m.p.h. or less



# If in doubt ... Stop!

## 33. Overtaking

### Where?

- ✓ Do I need to overtake? Is it legal?
- ✓ Can I see clearly?
- ✓ Is it safe?
- ✓ Are there any hidden dips or blind areas?
- ✓ Am I 100% sure?

### Approaching

- ✓ Mirrors, position, speed - hang-back
- ✓ Which gear?
- ✓ Mirrors, signal, move out, accelerate

### Passing

- ✓ Allow a minimum of 1.5 metres clearance
- ✓ Look well ahead
- ✓ Be prepared to drop back in an emergency

### Moving back in

- ✓ Use your mirrors effectively
- ✓ Maintain or increase your speed
- ✓ Consider a signal
- ✓ Maintain an almost straight course to move in gradually

45 m.p.h

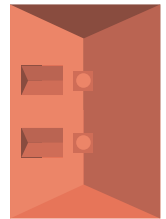
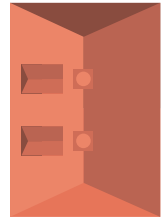
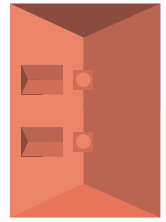
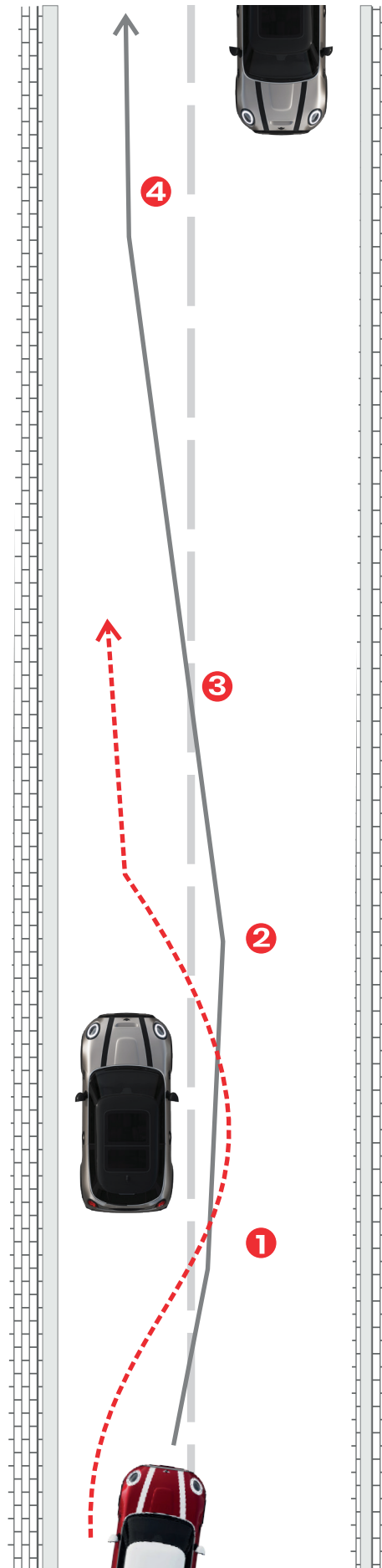
55 m.p.h



**Closing speed 45+55 = 100 m.p.h**

**Approximately 48 metres per second**

**If in doubt...  
wait..**



- 1 Ease out to here without excessive acceleration. If safe, power through.
- 2 Check left door mirror, ease back in.
- 3 Check interior mirror and continue straight-line acceleration
- 4 Check interior and right door mirror to complete the manoeuvre.



## 34. Hidden dips

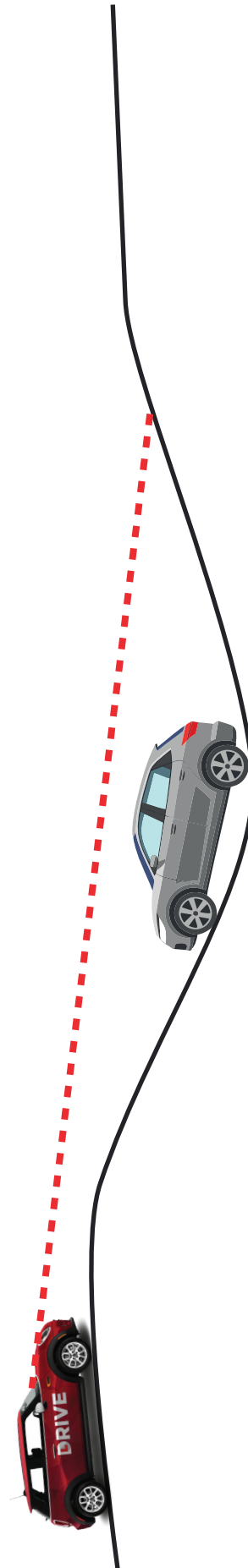
### General

- ✓ Known as 'Dead Ground'
- ✓ Can hide several vehicles
- ✓ Make overtaking extremely dangerous

### Similar situations

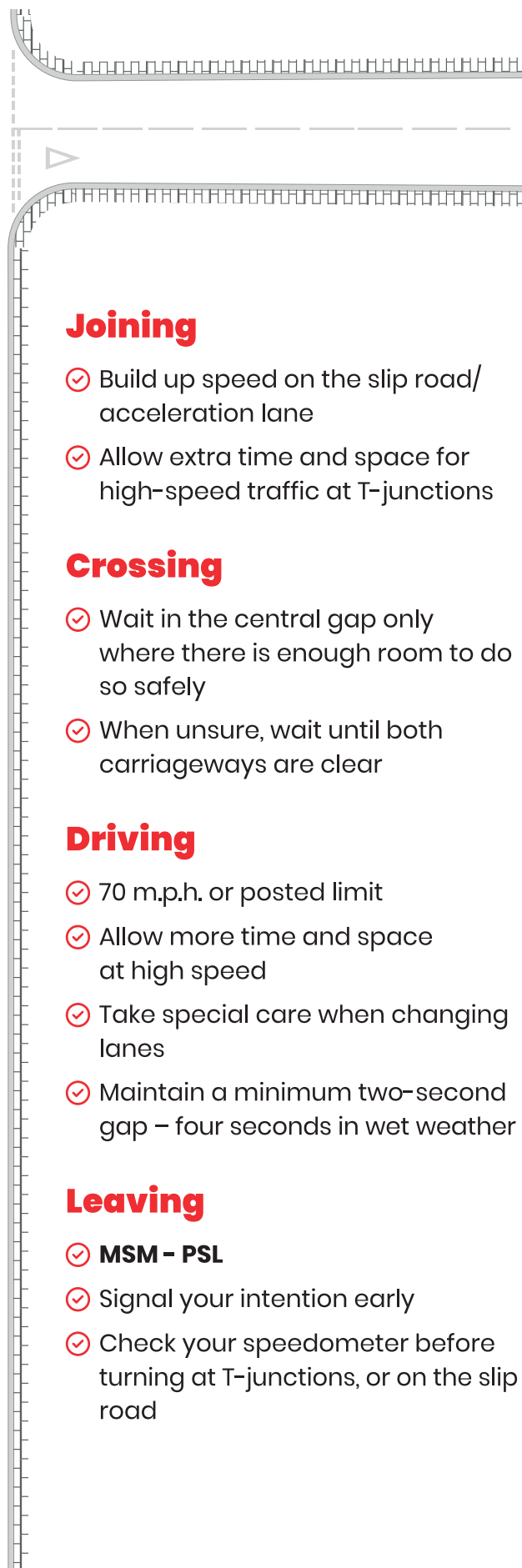
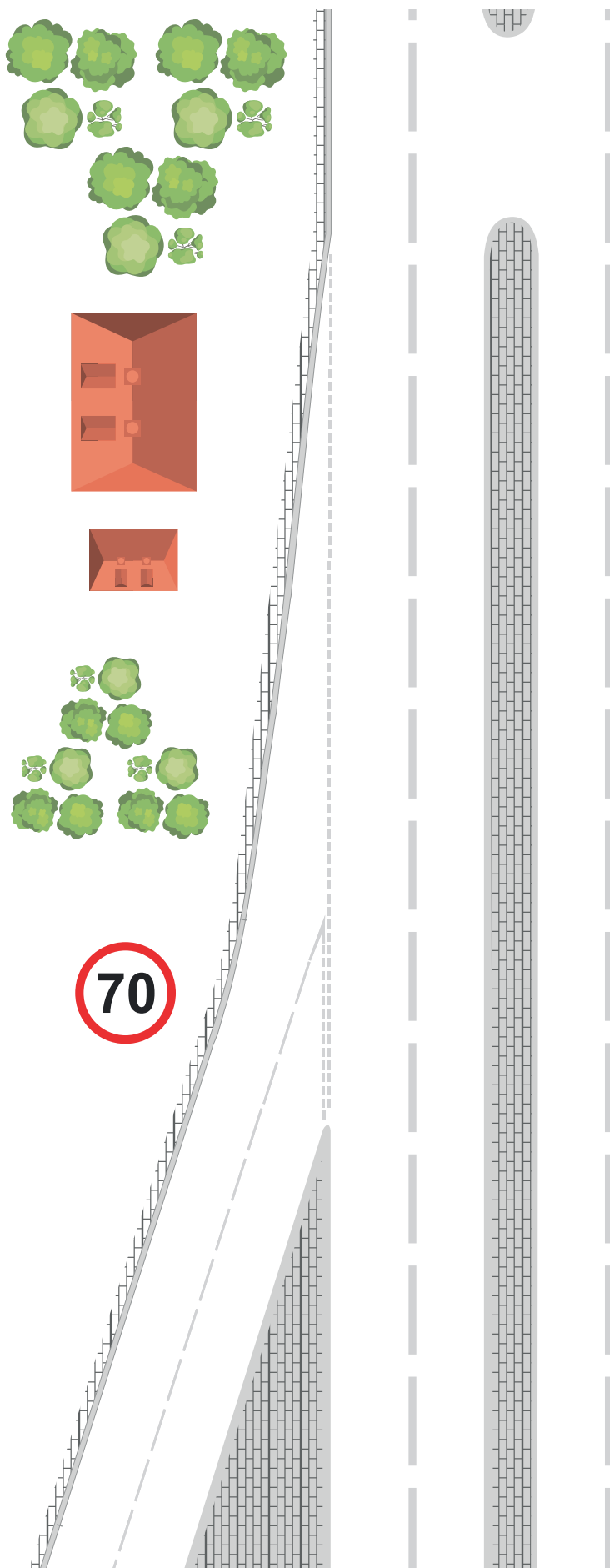
- ✓ Overhanging branches can hide vehicles
- ✓ In a series of 'S' bends vehicles can be hidden by walls and hedges, etc.

**Expect the  
least expected...**



**The red line shows the driver's line of sight**

## 35. Dual-carriageways



### Joining

- ✓ Build up speed on the slip road/ acceleration lane
- ✓ Allow extra time and space for high-speed traffic at T-junctions

### Crossing

- ✓ Wait in the central gap only where there is enough room to do so safely
- ✓ When unsure, wait until both carriageways are clear

### Driving

- ✓ 70 m.p.h. or posted limit
- ✓ Allow more time and space at high speed
- ✓ Take special care when changing lanes
- ✓ Maintain a minimum two-second gap – four seconds in wet weather

### Leaving

- ✓ **MSM – PSL**
- ✓ Signal your intention early
- ✓ Check your speedometer before turning at T-junctions, or on the slip road

## 36. Joining a motorway

### Before you set out

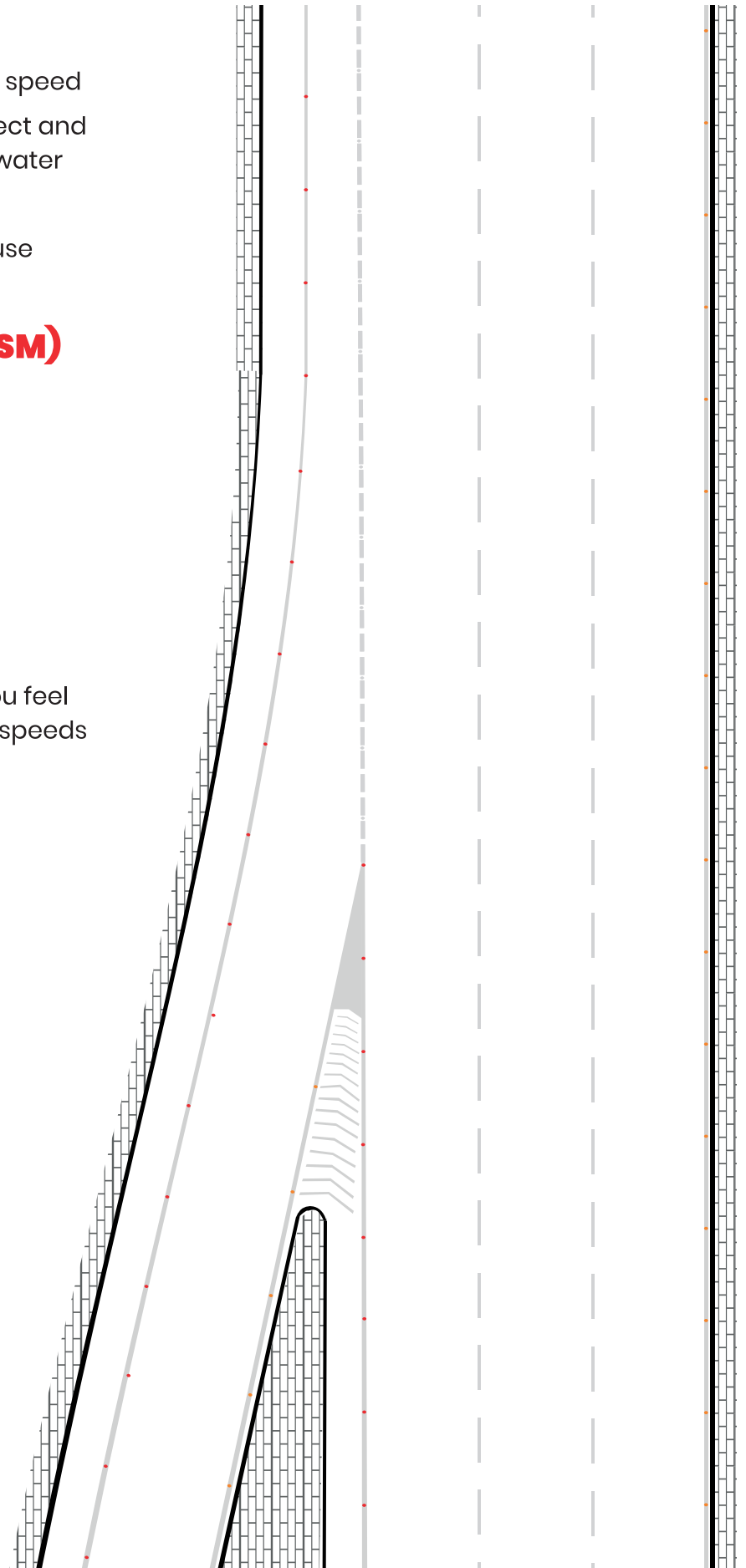
- ✓ Your vehicle must be fit to cruise at speed
- ✓ Ensure that tyre pressures are correct and that you have enough fuel, oil and water
- ✓ Clean windows, mirrors and lights
- ✓ You must be awake and alert and use maximum concentration

### Entering the motorway (MSM)

- ✓ Build up speed on the slip road
- ✓ Mirrors, signal, blind spot
- ✓ Merge with traffic in lane one

### Getting used to the 'flow'

- ✓ Mirrors as soon as you have joined
- ✓ Cancel your signal
- ✓ Hold position in the left lane until you feel comfortable with the higher traffic speeds



## 37. On the motorway

### Staying safe

- ✓ Look well ahead – things happen quickly on motorways
- ✓ Keep to the speed limits
- ✓ Stay alert – Plenty of fresh air combats drowsiness
- ✓ Apply the 'two-second' rule and keep a safe distance

### Using lanes wisely

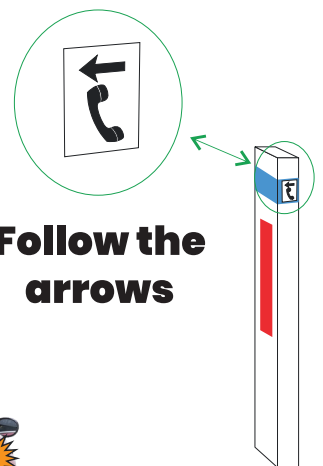
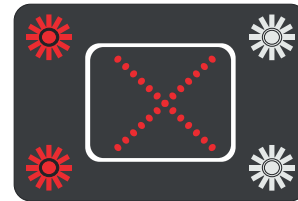
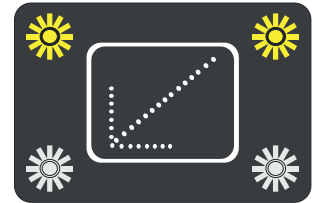
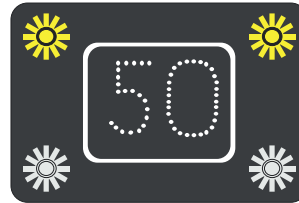
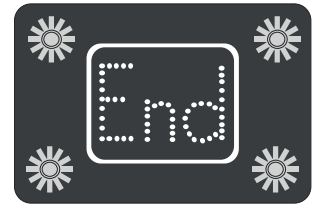
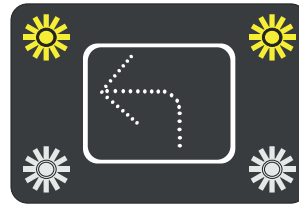
- ✓ Use the left-hand lane unless overtaking or following specific direction signs
- ✓ Watch out for lane signs at complex junctions – if you miss an exit or lane, carry on ...

### Overtaking safely (MSM)

- ✓ Make fullest use of mirrors
- ✓ Signal early
- ✓ Allow time for drivers to see your signal
- ✓ Look well ahead to make sure the road is clear of slow or standing traffic
- ✓ Move back to an appropriate lane after overtaking

### Breaking down safely!

- ✓ Use the hard shoulder
- ✓ Get out of the passenger door
- ✓ Follow marker posts for nearest phone
- ✓ Give your vehicle type and colour and number on the phone box
- ✓ Wait outside your car
- ✓ If changing a wheel take extreme care traffic will be four feet away travelling at 70 m.p.h.



**Use hazard lights on the hard-shoulder and when slowing down rapidly**

## 38. Leaving a motorway

### Preparing for the exit (MSM)

- ✓ At '1 Mile' sign check exit number
- ✓ At '1/2 Mile' sign select left lane
- ✓ Signal at 300 yard marker
- ✓ Maintain speed until joining the deceleration lane

### Leaving the motorway (PSL)

- ✓ Slow down in the deceleration lane making fullest use of mirrors
- ✓ Check your speedometer on the slip road 50 m.p.h. might feel like 30 m.p.h.
- ✓ Be prepared for sharp curves on slip roads!
- ✓ Look well ahead for standing traffic at the junction as you approach



**Exit countdown markers**

### Watch your speed



**Or less**

### Imminent risks

- ✓ Mainly peripheral vision
- ✓ Especially important near schools, playgrounds, pedestrian crossings, junctions, parked vehicles, etc.

### Mirrors

- ✓ Use your mirrors often
- ✓ Use mirrors in pairs
- ✓ Always check mirrors when you see a hazard ahead
- ✓ Allow for actions of following drivers

### Middle distance

- ✓ Reviewing your driving plan
- ✓ Slow down if unsure
- ✓ Start action for traffic lights, crossings, junctions, etc.

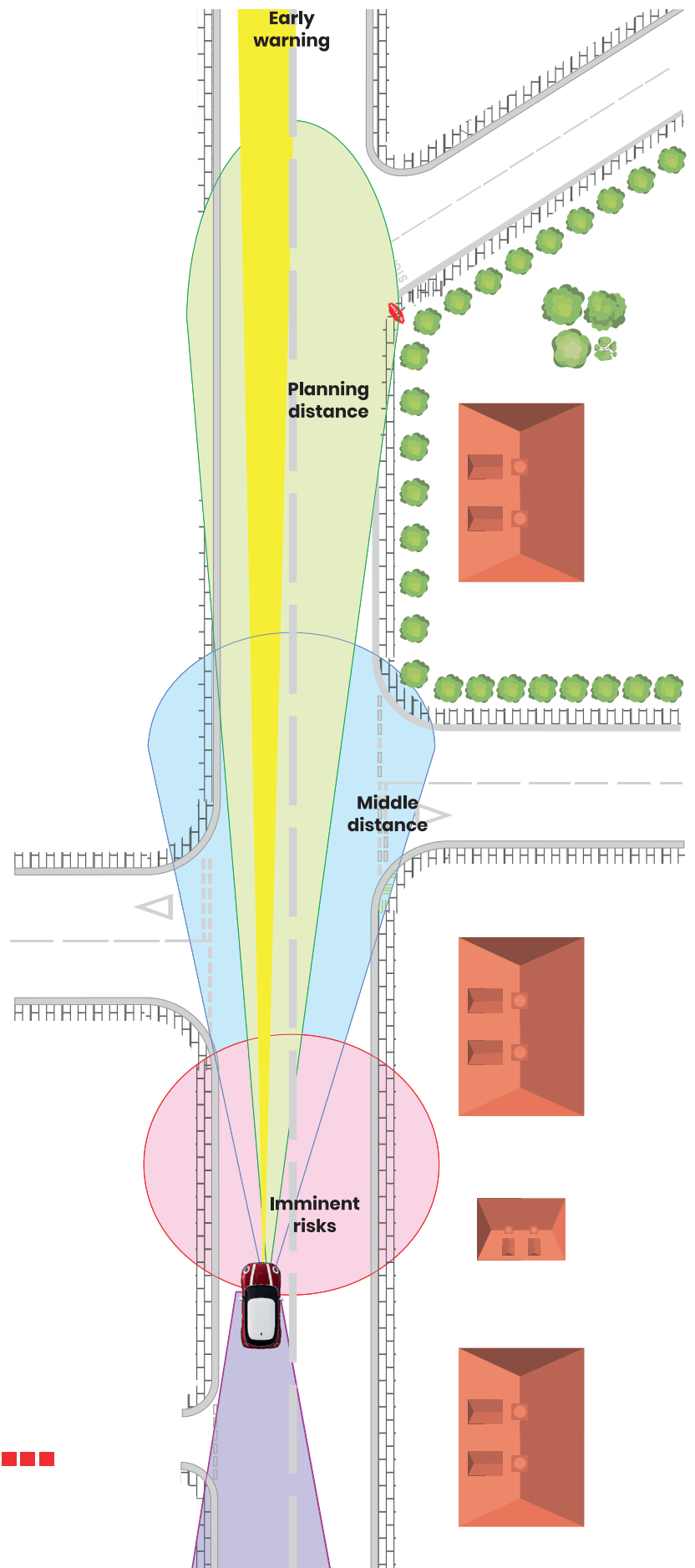
### Planning distance

- ✓ Expect the unexpected
- ✓ Determine your course and speed
- ✓ Review your current speed

### Early warning

- ✓ Look for brake lights
- ✓ Identify road sign types
- ✓ Looking for bends, junctions, etc.

**Expect the  
least expected...**



## 40. Driving at night

### Preparation

- ✓ Clean windows and mirrors
- ✓ Check and clean all lights
- ✓ Only wear clear, untinted, spectacles or contact lenses
- ✓ Give your eyes time to adjust if leaving a brightly lit building

### When driving

- ✓ Take special care to look for pedestrians
- ✓ Use dipped headlights
- ✓ Watch your speed
- ✓ Dip your lights early to avoid dazzling other road users
- ✓ Beware of animals on country roads
- ✓ Keep well back to avoid dazzling drivers in front

### Stopping

- ✓ Stop on the left (except in one-way streets)
- ✓ Switch off headlamps
- ✓ Use parking lights where there are no street lights
- ✓ Park well away from junctions

### If dazzled

- ✓ Slow down or stop
- ✓ Look towards the left-hand kerb
- ✓ Keep your lights dipped

### Road edge markers



**Red reflectors  
on the left**

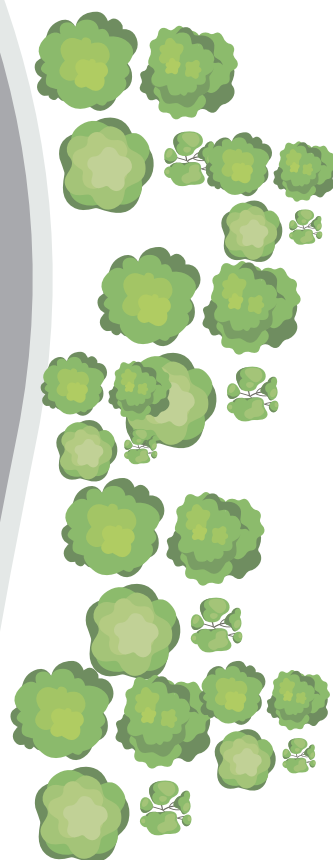


**White reflectors  
on the right**



**Brake lights can dazzle,  
especially in the rain.**

**Use the handbrake when  
waiting in queues and at  
junctions!**



## 41. Emergency stop

## Avoid emergencies by:

- ✓ Adjusting your speed to fit the road and traffic conditions
- ✓ Maintaining a safe distance
- ✓ Planning your driving well ahead

## Stop!

- ✓ Mirrors are the lowest priority
- ✓ React promptly
- ✓ Brake - and then - clutch (Manual)
- ✓ Brake firmly (Automatic)
- ✓ Keep both hands on the wheel
- ✓ Continue to brake if ABS activates

## Secure the car

- ✓ Handbrake
- ✓ Neutral (or Neutral/Park - automatic)
- ✓ Check all mirrors
- ✓ Deep breath - relax!

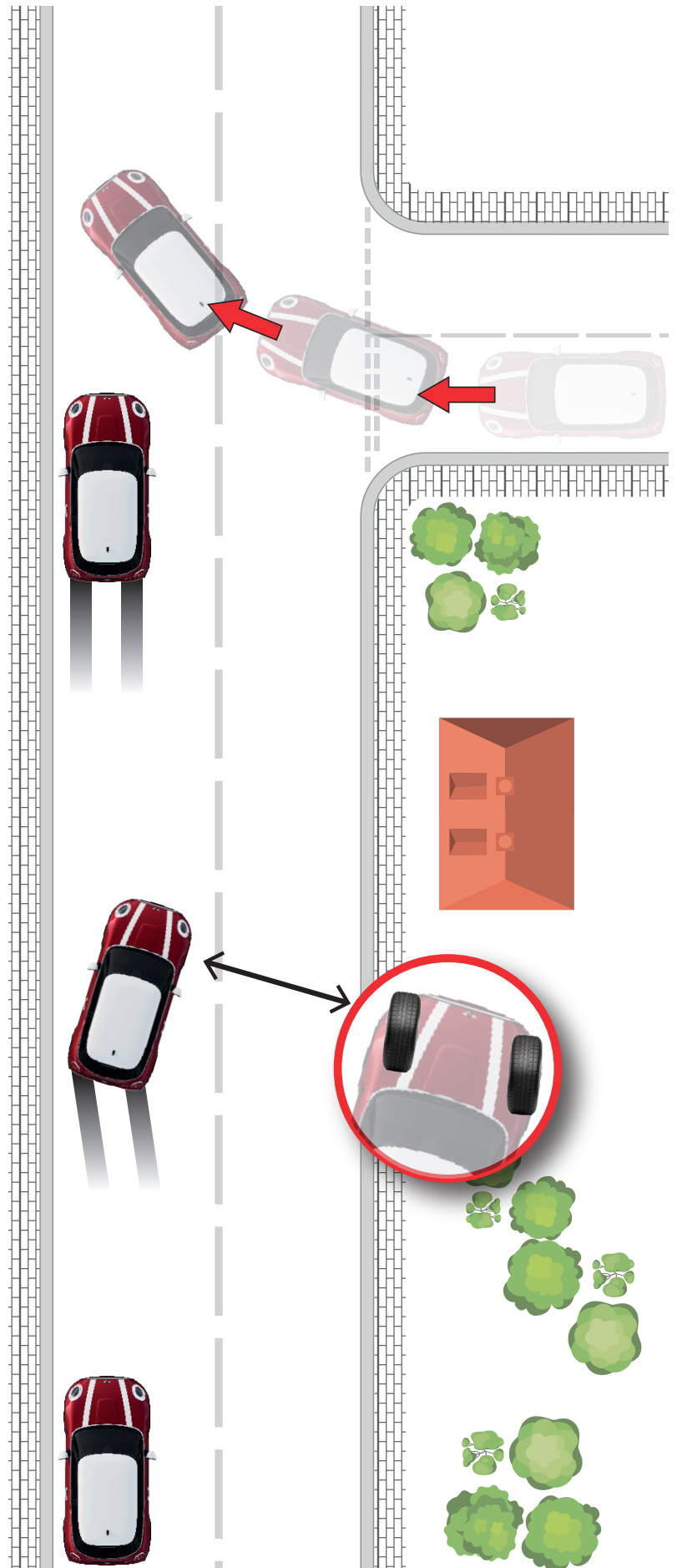
## Move off

- ✓ Prepare the car
- ✓ Left blind spot
- ✓ Mirrors
- ✓ Right blind spot

## Control skids by:

- ✓ Removing the cause of skids by doing one, or a combination of the following:
  - 'Pump' the footbrake (very old non ABS cars)
  - Steer in the direction of the skid
  - Release the accelerator (power skids)

## Plan to avoid Emergencies!





## 42. Stopping on the right

### Decision

- ✓ Safe ... Legal ...
- ✓ Convenient
  - Avoiding, schools, gateways, bends, junctions and any other hazard

### Approaching & Stopping

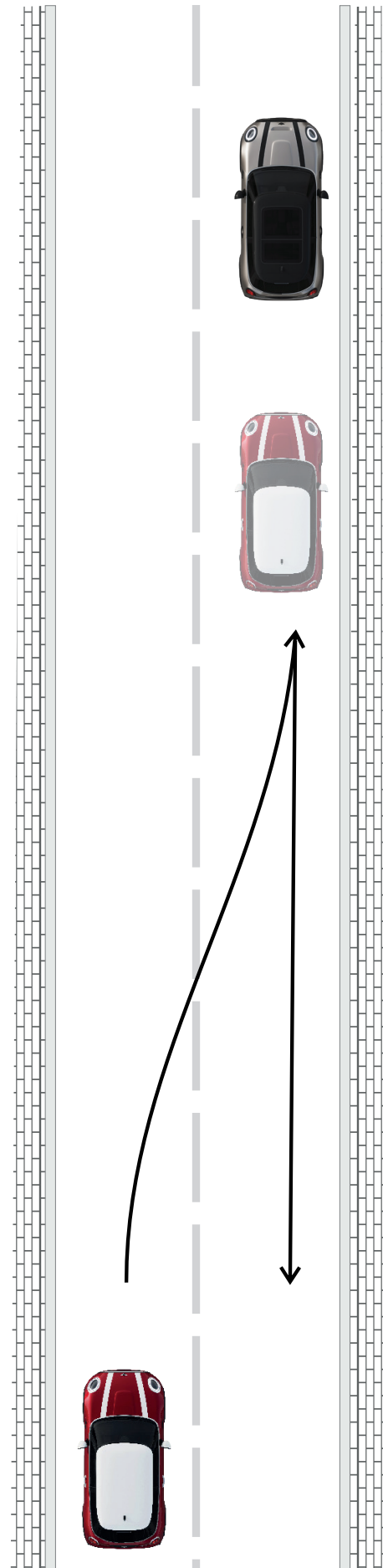
- ✓ **MSM – PSL**
- ✓ Signal if required
- ✓ Give way to approaching traffic
  - Watch for pedestrians – they might not be expecting you to stop on the right
- ✓ **Never** rush to beat approaching traffic
- ✓ Stop reasonably close to the kerb
  - allowing space to manoeuvre when you reverse

### Reversing

- ✓ All round observation (POM) **before** starting to reverse
- ✓ Walking speed or slower
- ✓ Left shoulder observation while straight-line reversing
- ✓ Frequent blind-spot checks as you reverse – all around
- ✓ Give way to traffic and pedestrians from any direction
- ✓ Reverse straight for about three car lengths
- ✓ Secure the car – re-fasten your seatbelt

### Moving off

- ✓ POM Routine
- ✓ Start your observation with your right shoulder check
- ✓ Your centre mirror might not give a very good view behind – compensate by turning to look back if necessary
- ✓ Signal will often be necessary
- ✓ Traffic from the front might be hidden from view by the parked vehicle ahead
- ✓ Move back to the left
- ✓ Check mirrors before increasing speed



## 43. Car parks – from the left

### General

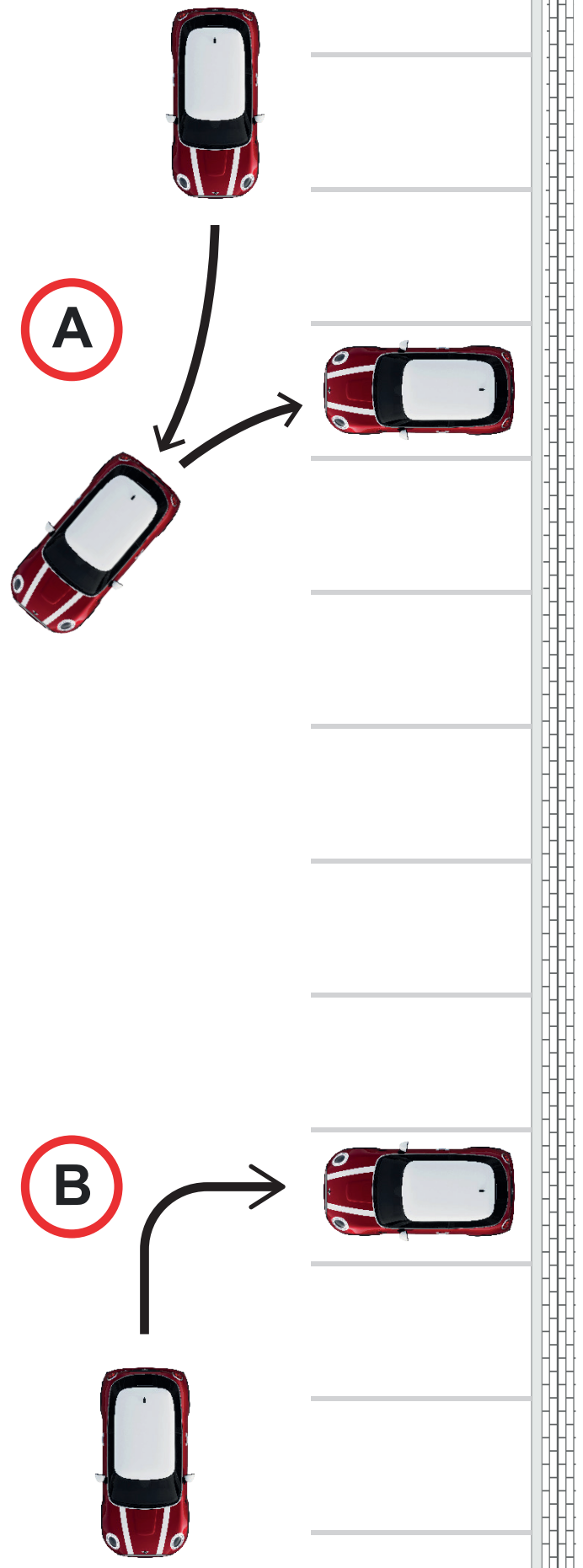
- ✓ Watch out for pedestrians, especially children
- ✓ Drive slowly, less than 4 m.p.h.
- ✓ Follow direction arrows
- ✓ Use dipped headlights in multi-storey and underground car parks
- ✓ Display a valid ticket in pay-and-display car parks
- ✓ Lock your car and secure your valuable items in the boot

### Choosing a space

- ✓ Whenever possible, find a 'drive through' space
- ✓ Always park so that you can drive out forwards
- ✓ In busy car parks watch for people returning to their cars, they might free up a space
- ✓ For personal security, park near to exits when travelling alone

### Reversing into bays

- ✓ Signal to following drivers
- ✓ Maintain all around observation throughout the manoeuvre
- ✓ Position to get the best angle for reversing in (A)
- ✓ In narrow car parks reverse from a parallel position (B)
- ✓ Reversing to the right will normally give the best view
- ✓ Park in the centre of the space, allowing room for doors to open



## 44. Car parks – from the right

### General

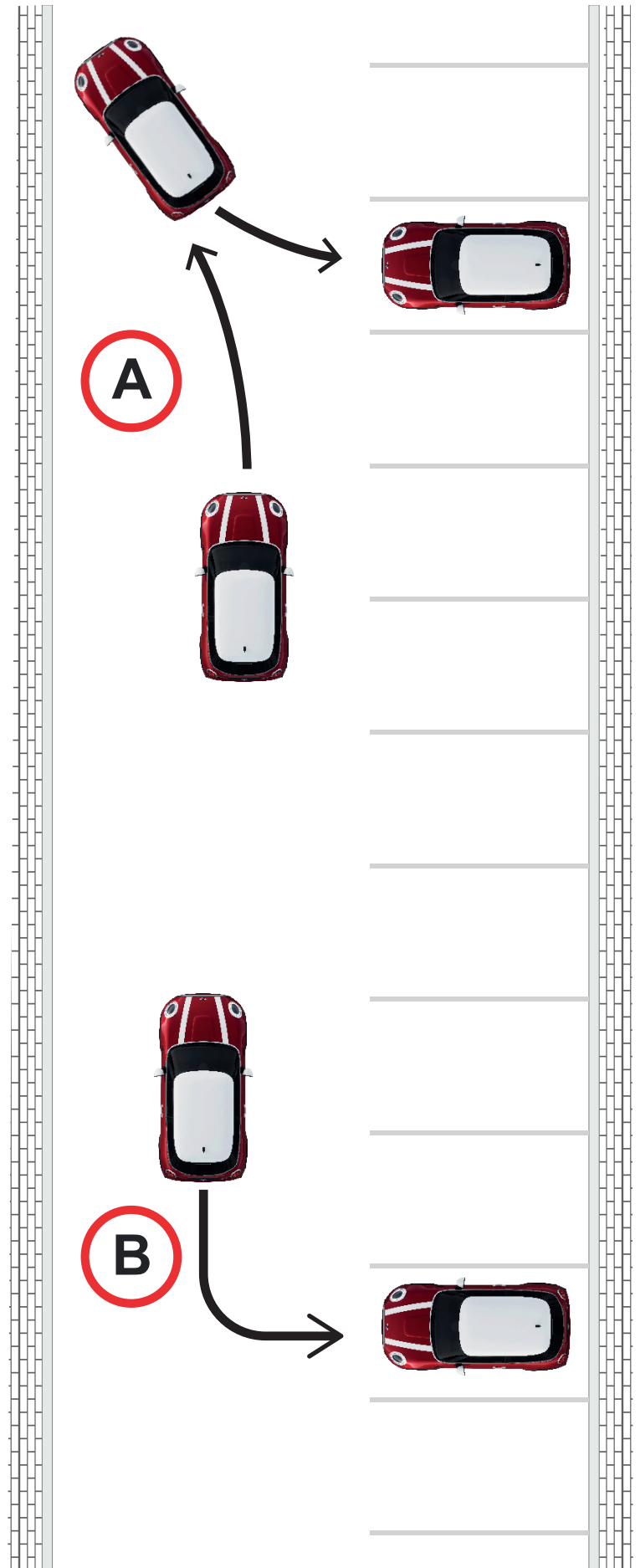
- ✓ Watch out for pedestrians, especially children
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- ✓ Use dipped headlights in multi-storey and underground car parks
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### General

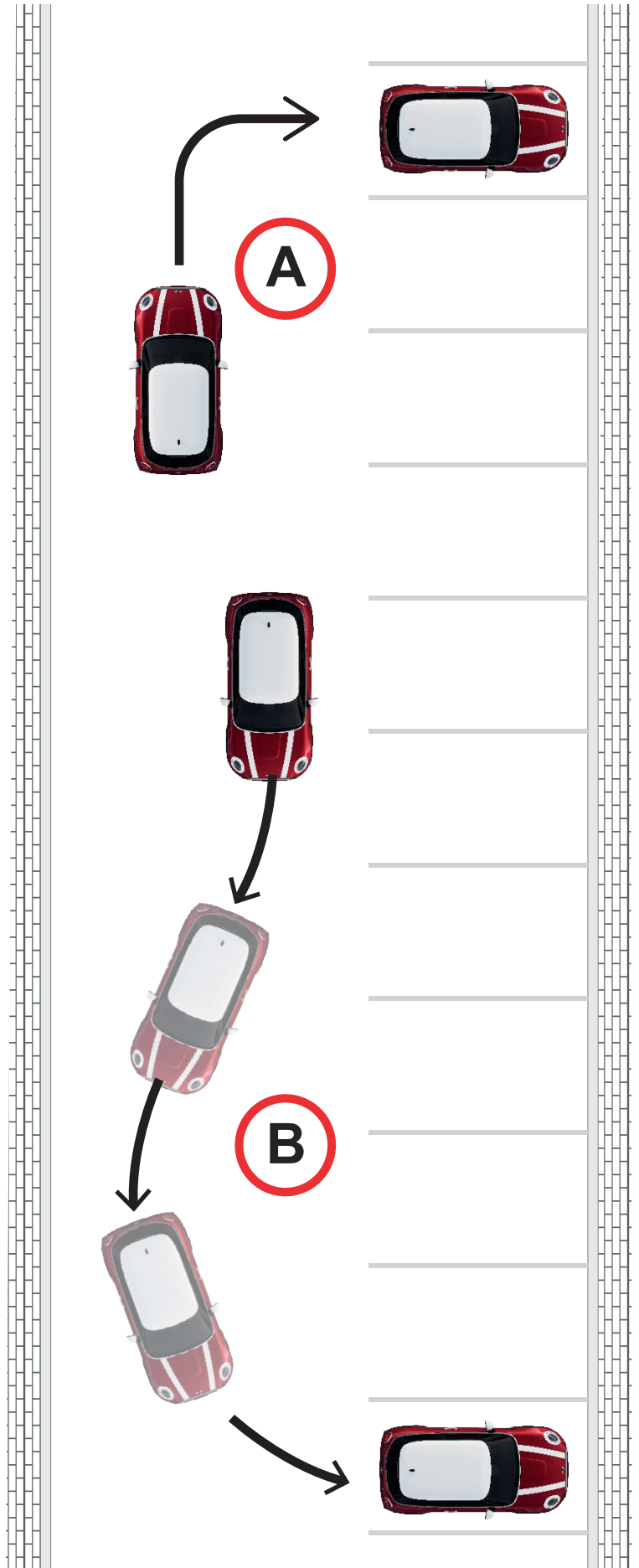
- ✓ Where practical reversing is usually a better option
- ✓ Drive in if you need access to the boot – or in ‘herringbone’ parking bays
- ✓ Choose a ‘drive through’ bay if possible – to drive in and drive out

### Driving in

- ✓ You might have to ‘swing out’ to line up with the space (B)
- ✓ Make sure other drivers know what you intend to do
- ✓ In tight bays you might need to ‘shunt’ by reversing in order to line up with the space.
- ✓ If approaching from the left of the bay – treat the turn in like a major to minor right turn

### Reversing out

- ✓ Go very, very slowly – clutch-control
- ✓ Maintain all around observation throughout the manoeuvre
- ✓ Watch for pedestrians – especially small children
- ✓ Be prepared to pull forwards if necessary – to give way to other vehicles
- ✓ Reverse at least half way out before starting to steer – the front of the car will swing towards the parked cars on either side give the best view



## 46. Parallel parking

### Starting position

- ✓ Alongside the 'target' vehicle
- ✓ Allow a car door's width clearance
- ✓ Select reverse to show warning lights
- ✓ Consider using the handbrake

### Reversing

- ✓ All round observation before moving
- ✓ Very slow walking pace
- ✓ Keep looking all round while moving
- ✓ Reverse to 'point of turn'

### Turning in

- ✓ Check all blind spots
- ✓ Steer left
- ✓ 45° angle to centre of space
- ✓ Keep a look out for vehicles and pedestrians

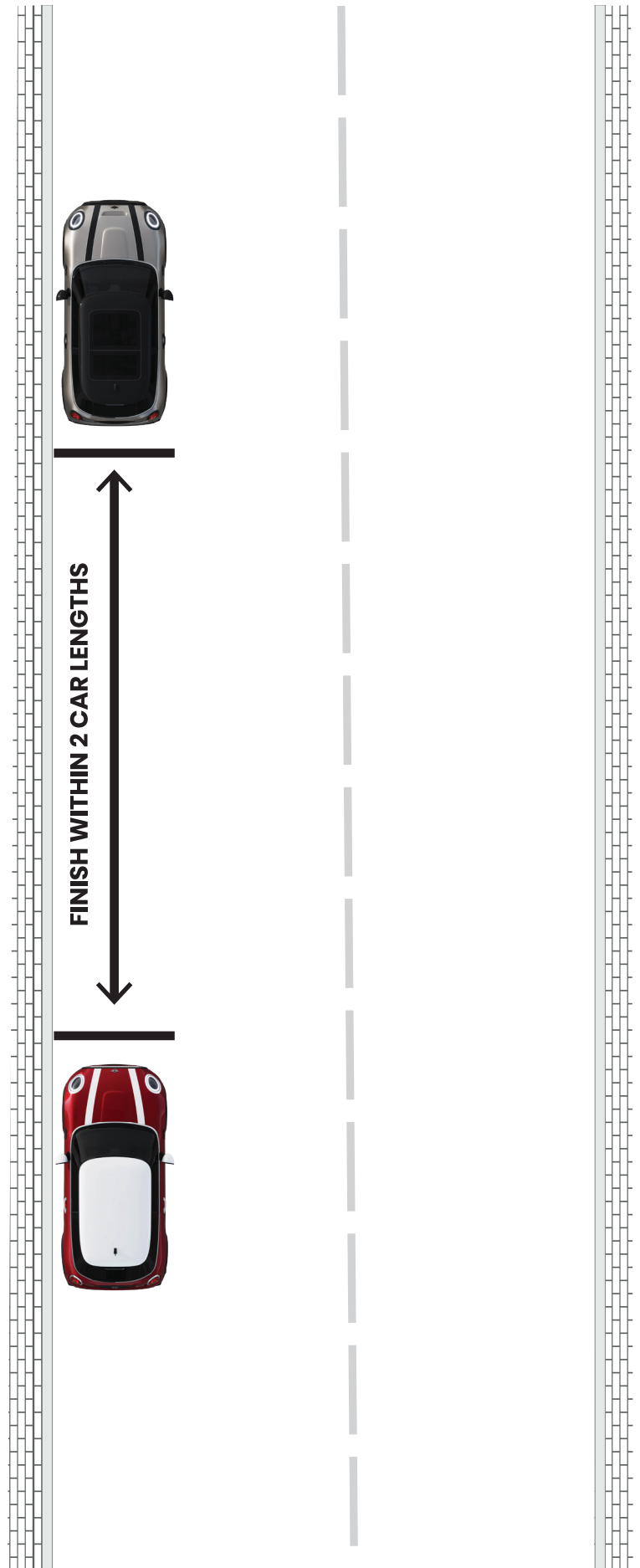
### Straightening up

- ✓ Steer right
- ✓ Glance to the front to remain aware of your position in relation to the target vehicle

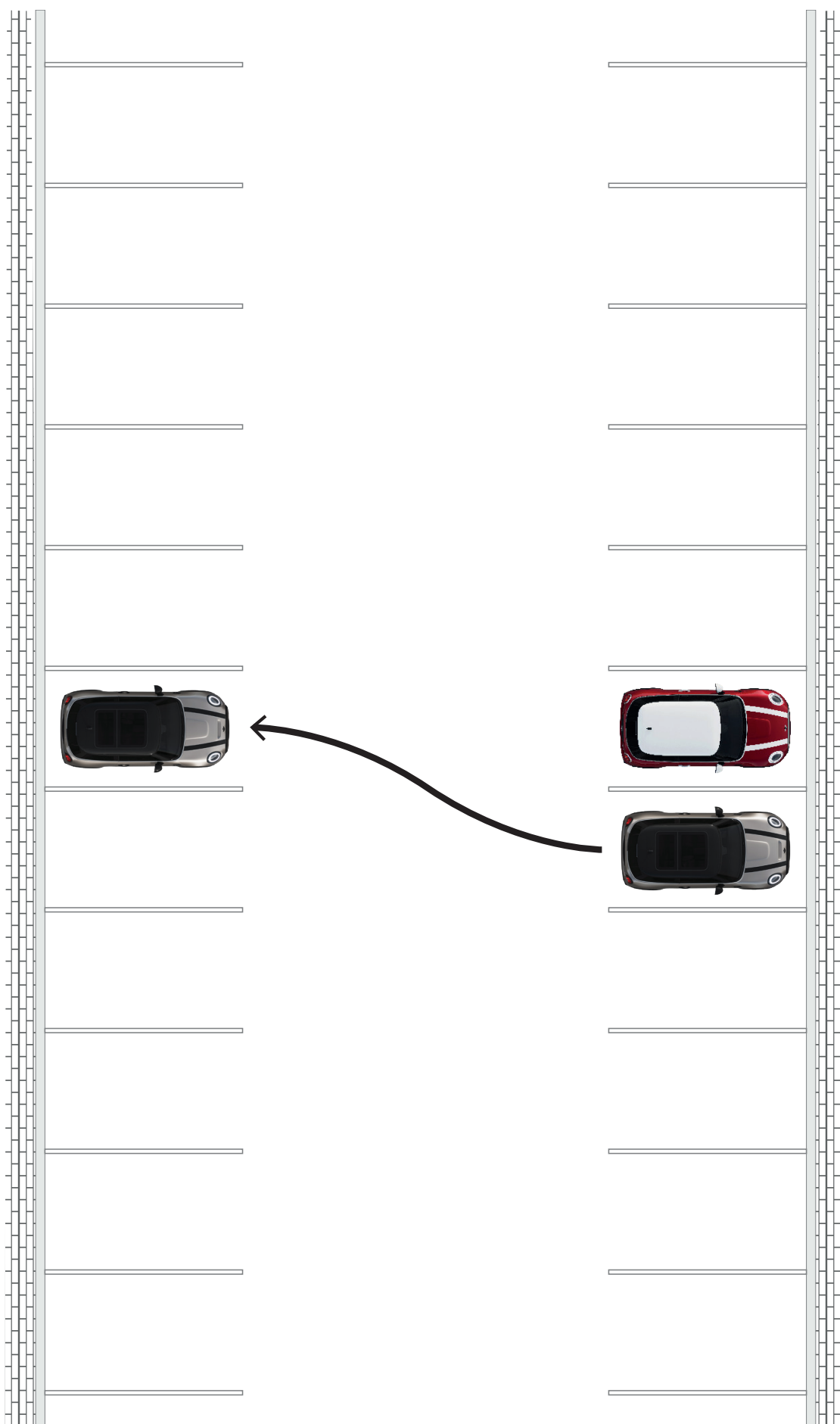
### Finishing

- ✓ Steer left to straighten wheels
- ✓ Aim to finish reasonably close to the kerb within two car lengths of the 'target' vehicle

**Keep a lookout  
for traffic...**



## 47. Parallel parking easy-learn



## 48. Reversing left and right

### Location

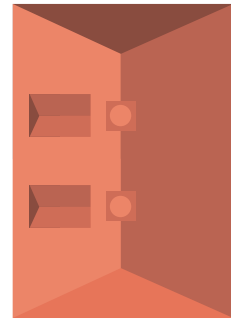
- ✓ Safe ... Legal ...
- ✓ Convenient
  - Avoiding, schools, busy junctions, crossroads etc.

### Approaching

- ✓ **MSM - PSL**
- ✓ Is the target road clear?
- ✓ Signal alongside the junction (if required)
- ✓ Arm signal?
- ✓ Stop two to three car lengths beyond the target road
- ✓ Allow clearance from the kerb

### Reversing to the left

- ✓ All round observation (**POM**) **before** starting to reverse
- ✓ Walking speed or slower
- ✓ Look back while reversing with frequent blind-spot checks
- ✓ **Caution:** front of car swings out when turning
- ✓ Give way to other road users
- ✓ Reverse for about three car lengths into the new road



### Reversing to the right

- ✓ All round observation (POM) **before** starting to reverse
- ✓ Walking speed or slower
- ✓ Left shoulder observation while straight-line reversing
- ✓ Right shoulder observation when turning the corner
- ✓ Frequent blind-spot checks
- ✓ Give way to traffic and pedestrians
- ✓ Reverse for about six car lengths into the new road

### Finish

- ✓ All round observation
- ✓ Consider signal
- ✓ Move back to the left **well before** the junction

**Keep a lookout for traffic and pedestrians**

## 49. Turn-in-the-road

### Location

- ✓ Safe ... Legal ...
- ✓ Convenient
  - Avoiding, driveways, junctions, etc.
  - Avoiding obstacles on the kerb

### Moving off (POM)

- ✓ Check all mirrors and blind spots
- ✓ No signal required

### Driving across

- ✓ Clutch-control
- ✓ Brisk steering – Slow car!
- ✓ Walking speed or slower
- ✓ Maintain a look-out for traffic
- ✓ Steer left before stopping

### Waiting (POM)

- ✓ Handbrake, reverse gear
- ✓ Effective observation all round
- ✓ Eye contact with drivers
- ✓ Look over your left shoulder before you start moving

### Reversing

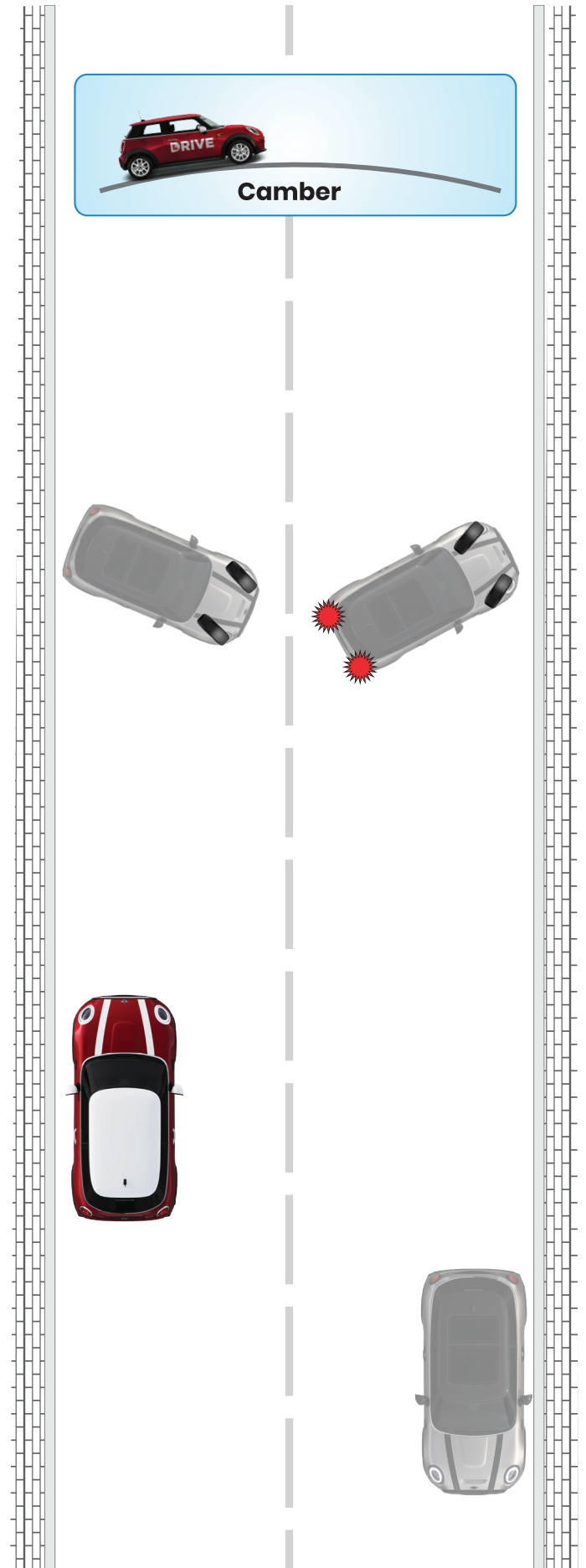
- ✓ Walking speed or slower, steering to the left
- ✓ Look and steer to the right before stopping

### Waiting (POM)

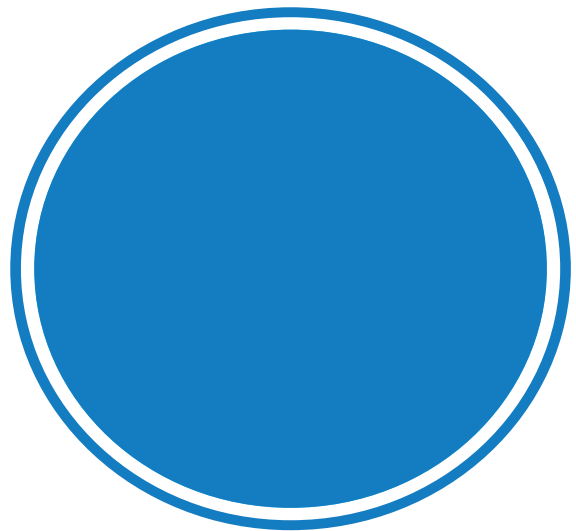
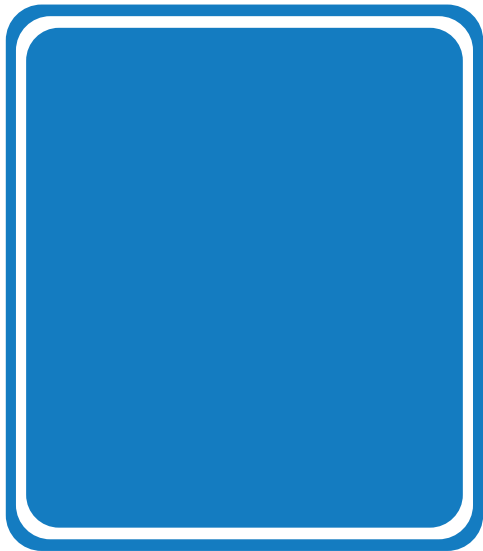
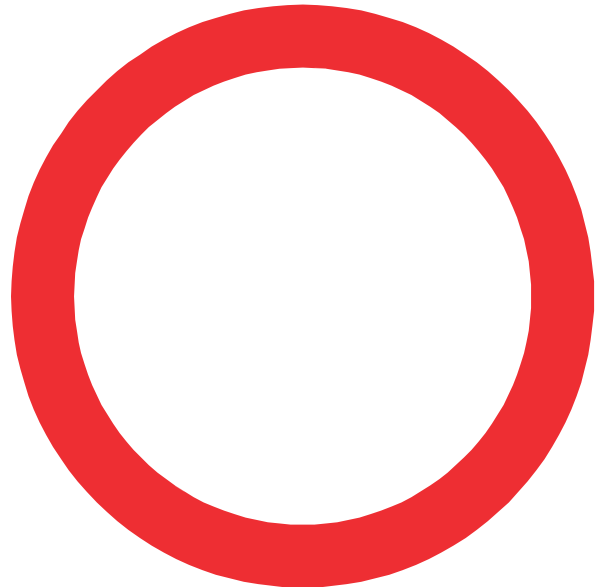
- ✓ Secure the car – handbrake, first gear
- ✓ Effective observation all round
- ✓ Eye contact with drivers

### Finishing

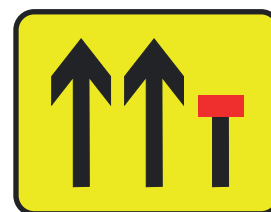
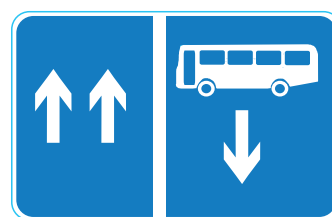
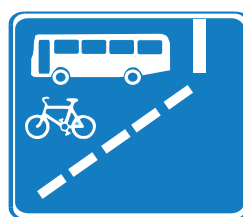
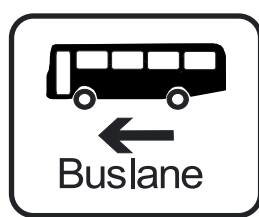
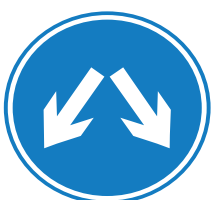
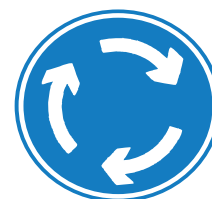
- ✓ Look out of the driver's door window for accurate steering to the right
- ✓ Thank other drivers for waiting



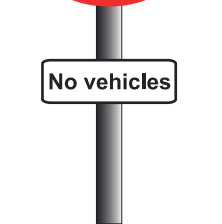
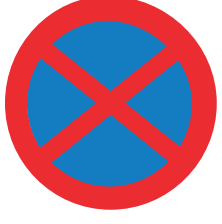
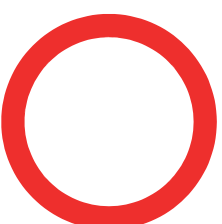
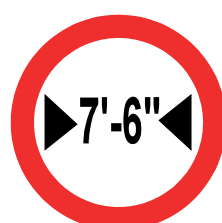
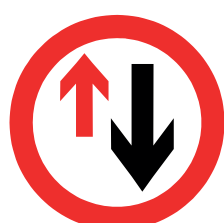




51. How many do you know?



## 52. How many do you know?



## 53. How many do you know?



## 54. How many do you know?

