

EXPLANATORY STATEMENT

CODE OF PRACTICE FOR ACCREDITED DRIVING INSTRUCTORS

The Code of Practice came into effect on 23 October 1997 under the then *Motor Traffic (Amendment) Act (No 8) 1997*. This Act provided for a Competency Based Training and Assessment Scheme (CBT & A) for learner drivers which is delivered by Accredited Driving Instructors.

On 1 March 2000, the Code of Practice became part of the *Road Transport (Driver Licensing) Regulations 2000*. These Regulations refer to the Code of Practice for Accredited Driving Instructors, which is a disallowable instrument for the purpose of section 10 of the Subordinate Laws Act 1989.

The Code of Practice provides a set of rules for the conduct of Accredited Driving Instructors participating in the ACT's CBT & A Scheme for learner drivers. However, while the Code of Practice was revised in May 1999, the need to bring the Code of Practice into line with the new *Road Transport (Driver Licensing) Regulations 2000* required further revision to take place.

It is important that the Code of Practice be recognised as an instrument that ensures driver training and assessment is conducted to the appropriate standard. Public confidence in the system must be maintained, hence the need to periodically update the Code of Practice. These additional changes will further enhance and strengthen the Code for all participants.

Details of the Code of Practice

The code of Practice for Accredited Driving Instructors is a plain English document written so that it is easily understood by both instructors and learner drivers.

1. Introduction

This section explains the purpose and functions of the Code of Practice.

2. Definitions

This section defines eight terms used in the Code of Practice: 'Authority', 'Authority's Standard', 'Accredited Driving Instructor's Number', 'bribe', 'CBT & A monthly return', 'instructor', 'lesson', and 'student'.

3. The Road Transport (Driver Licensing) Regulations 2000.

This section explains the link between the Code of Practice and the *Road Transport (Driver Licensing) Regulations 2000*.

4. Punctuality towards Students

This section states that an instructor must endeavour not to delay an appointment with a student for a driving lesson.

5. Courtesy

This section describes a number of behaviours expected of instructors – courtesy; not smoking; application to the task; and no harassment of students.

6. Presentation

This section specifies the standard expected of vehicles used for instruction or assessment, and states that an instructor should have a neat and tidy appearance.

7. Assessment of Students

This section states the procedures that must be followed by instructors when they are assessing students under the Competency Based Training and Assessment Scheme. In particular, it outlines the 22 driver competencies which must be learnt and outlines the review and assessment procedures needed before an instructor can certify a student for a provisional drivers licence.

8. Auditing of Accredited Driving Instructors

This section provides procedures for the auditing system in the CBT & A Scheme which monitors the performance of Accredited Driving Instructors.

9. Relations with Clients

This section deals with the instructors relations with his or her students in regard to fees for driving lessons and complaints.

10. ACT Legislation Covering Accredited Driving Instructors

This section explains the relevant parts of the *Road Transport (Driver Licensing) Regulations 2000* which relates to Accredited Driving Instructors.

11. Offences

This section explains the offences under various Government Acts whereby a person may be ineligible to become an Accredited Driving Instructor and Assessor.

12. Vehicle Requirements

This section specifies the controls and equipment an Accredited Driving Instructor must have fitted to his or her vehicle to participate in the Competency Based Training and Assessment Scheme.

13. The Sanction Process

This section explains how the sanction process operates should an Accredited Driving Instructor have a series of unsatisfactory audits.

14. Reasons for Unsatisfactory Audits

This section details the circumstances which will result in an unsatisfactory audit.

15. Appeals

This section outlays the instructors right of appeal on any matter related to the issuing of a 'Notice of Unsatisfactory Audit'.