



ASK Driving School

together we grow...

Trainee Instructor Prospectus

“ASK” TOGETHER WE GROW...

About ASK Driving School

ASK Driving School was established in 2008 and is now one of the fastest growing driving school in the country.

The innovative way in which we work and share business opportunities with our instructors, along with our unique system of driving tuition and state-of-the-art training materials for learner drivers, have helped to



make **ASK Driving School** one of the fastest growing driving schools in the UK. The other major ingredient to our success is, of course, our highly motivated and skilled driving instructors, most of whom trained and qualified with us. Training people to

become driving instructors represents a relatively small part of our business. However, it is a vital part because the well taught trainees of today become the highly regarded member of **ASK Driving School** driving instructors of tomorrow.

ASK Driving School are not involved in mass driving instructor training and we only train sufficient new driving instructors to meet our realistic plans and the numbers we know we can support both in the training process and the driving school. Although everyone who undertakes driving instructor training with **ASK Driving School** is guaranteed a position with us it is not compulsory for them to join. Be your own boss, work the hours you choose and feel a great sense of achievement as each of your pupils pass the driving test. Few jobs offer such flexibility, earnings potential or job satisfaction. If you want to find out why the **ASK Driving School** driving instructor training course offers the best value for money and why no one can offer you better job prospects once qualified please read on.

What you need to consider

Before you decide to invest time and money on a driving instructor training course you need to ask yourself what **ASK Driving School** can offer to ensure you will have sufficient work to earn a decent living once you become a driving instructor. You also need to be sure that the training being offered will give you the best possible chance of passing the exam within a reasonable timeframe and at a reasonable cost. Finally you need to be sure that the job is right for you and you are able to put in the time and the effort to successfully undertake the training, we offer a free 30 minute assessment, just give us a call.

Unique system

ASK Driving School have a unique system with full ongoing support which include training mentoring and also after you pass your final exam business mentoring, you will be part of a vibrant team who regally meet with the chance to grow your business from a sole trader to an area driving school with the full backing of a progressive forward thinking driving school **ASK Driving School**, below are just a few of our unique systems - together we grow.

Online office

The online office is the backbone of **ASK Driving School** and the means by which everyone is kept fully informed. It includes an interactive diary which is Internet accessible 24 hours a day, every day of the week and from anywhere in the world. It can be updated either manually from a paper-based diary, or



real time using your iphone, blackberry etc...

When we were developing our online internet diary, we listened to what you the instructor wanted, we test drove many of our competitors systems, our instructors told us that they got frustrated with complicated systems with add on's that they never used nor understood, time and time again our instructors said KISS "keep it simple to succeed" so we did, a simple point and click to add customers with a simple email alert system that everyone understands.

0800 booking line

Never miss another potential customer due to being out of signal range, on a lesson of instruction, we have a dedicated potential new customer booking line "0800" so you have time to instructor and/or family time without the worry of missing that next potential customer.



Callback booking system

In addition to our 24/7 booking line we also operate via our websites a callback system, where our dedicated staff return calls within just five minutes booking the potential new customer into your diary.

Administration

A prominent benefit of the **ASK Driving School** support service's is the provision of real time administration who are there to help you.

Online FREE downloadable resources

Our intranet system is much more than just a diary, we believe that the power of many can drive down the costs of business, that's why we have a free downloadable section with pupil maneuvers, highway code, know your traffic signs, plus many more which are constantly being added to...

Online messaging system

We know its a lonely job being a driving instructor, that why we have a messaging system for all instructors along with monthly area meeting at different places across the country, you can also message administration at any time if you have a query about driving tuition, regulations, etc... Our administration are staffed via ex-driving instructors who understand your needs.



Lesson syllabus

Pupils find it very helpful to have a continuous assessment of their progress during their driving lessons. This is why **ASK Driving**

School provides a comprehensive lesson syllabus. **ASK Driving School** lesson syllabus marks a score between one and eight for each subject that is covered during a lesson. The subject headings reflect DSA test requirements and seven is considered test competent. Most pupils can expect to be marked on around five subjects each lesson and the score that is given is compared to the pupil's previous best score in that subject. This helps prove that genuine learning is taking place. It is not necessary for a pupil to be competent in earlier subjects before introducing more complex ones as the aim is to identify weaknesses in individual learning. This can benefit parents or friends of pupils by directing their practice in their own car in between their professional lessons.



About the ADI examination

Before you can legally operate as a driving instructor in the UK, you have to pass the Driving Standards Agency (DSA) Approved Driving Instructor (ADI) examination. This involves a theory and driving test similar to the current tests for learner drivers and a practical test of your ability to instruct where the examiner expects you to give them a driving lesson as he or she plays the role of

a learner driver. Therefore the examination is in 3 parts;

1. Theory test.
2. Driving test.
3. Instructional ability.

About the qualifications you need, academic skills are not particularly needed to pass the ADI examination as the second and third parts are practical tests (i.e. driving and instructing) and the theory aspect is multiple choice with optional voice over requiring no writing skills. Therefore those people who didn't excel at school shouldn't be put off the idea of becoming a driving instructor, as the ADI examination requires no formal qualifications.

Driving instructing is a very practical skill and the ability to communicate with others and

appreciate safe driving is far more important. Therefore if you are good with people, have held a driving license for a minimum of three and a half years (with no more than 5 points and no bans) and take a pride in your driving this may be the right career for you. You are also



required to undergo a Criminal Record Bureau (CRB) check and provide two written character references.

About the training

To become a fully qualified driving instructor you need good training, to be sure, you need the best. Nobody can match the quality or professionalism of the resources we provide or the tutors we assign. Nobody has invested more and nobody can match our record.

ASK Driving School Driving Instructor course incorporates state-of-the-art open learning materials, local and central support via phone, fax, email, and internet support, combined with local in-car training from a fully qualified DSA approved driving instructor. This course does far more than just prepare you for the qualifying examination it equips you to deal with the real world of driver training in a highly professional manner. It allows you to leap frog past the vast majority of instructors currently serving our industry.

The job - how we work together

We provide you with the means to earn money directly from your pupils and you in turn pay us. This method of operating is often referred to as a job franchise. All the other major driving schools in the UK operate in this manner. Typically our franchise fees are kept low with the option of leasing a fleet vehicle from **ASK**

Driving School or use your own (terms and condition apply). We only charge a small weekly franchise fee with all services being provided ensures you only pay for what you need.



Potential earnings

The following is based on **ASK Driving School** instructor who carries out 40 lessons per week, who takes five weeks off for holidays per year and charges our average lesson rate of £21 per lesson:

WEEKLY GROSS INCOME

40 lessons @ £21 each £840

Total Income £840

WEEKLY EXPENDITURE

Vehicle Lease + Insurance £70

Fuel £50

Franchise Fee £12.60

Total Expenditure £132.60

PRE TAX EARNINGS £707.40

The above is equivalent to an annual salary of £33,247.80 plus a car, the car in the example above is a standard three door mid-size hatch diesel.



Like most other major driving schools there is a one-off registration joining fee of £99 (this maybe wavered) to cover our administration

and setup expenses. Before commencing work, **ASK Driving School** will provide a one-half-day induction course. The training covers everything you need to know to get you off to a flying start. With **ASK Driving School** the choice of car is yours. We can obtain substantial discounts should you wish to lease a driving school vehicle.

Instructor training

To become a fully qualified driving instructor you need good training, to be sure, you need the best. Regardless of who you choose to train with, the time it takes to qualify as a driving instructor is subject to the DSA's examination schedules.

There are three parts to the ADI examination;

1. Theory test.
2. Driving test.
3. Instructional ability.

Each part has to be taken consecutively, and each will carry with it at least a six week waiting period. **ASK Driving School** course has therefore been tailored in such a way that it fits around the DSA's exam schedule, and as well as minimizing any 'idle' periods in training whilst waiting



for a test date, the flexibility of our part-time course also allows students to manage their training around any other full or part-time commitments they have. **ASK Driving School** instructor training course is made up of three separate courses, one for each part. As you will see from the information in this booklet, the course provides well over 200 hours of home study and practical in-car training spread over a few months on a part-time basis. Each student is assigned a personal trainer/mentor who will conduct the practical training from start to finish.

Part 1: ADI theory test

The ADI computerized theory test is made up of two sections; multiple choice and hazard perception and in order to pass the theory test, you must pass both sections. You will have 90 minutes to answer 100 questions. Each question with four answers will appear on screen and you are required to select the correct answer by touching the screen or using the PC mouse.

To pass this part of the test you need to answer 85 questions correctly. If you have

difficulties reading you can ask for a voice over or request additional time to complete the test.

Section 1. Multiple choice.

Section 2. Hazard perception.

On this section you will be presented with 14 video clips as if you were driving down the road. In each clip there will be at least one developing hazard (one clip contains two). You click the mouse button to let the PC know you have spotted the developing hazard. The sooner you detect a developing hazard the higher your score will be.



The maximum you can score for spotting each hazard early is 5. The pass mark for the hazard perception part of the theory test is 57 out of a possible

maximum of 75 (i.e. 15 hazards x 5).

Part 1 training course

To prepare for this test you will use our highly modern open learning Part 1 course materials combined with support from our central training office and **ASK Driving School** trainer assigned. Support is provided by telephone, fax, email, etc...

The Part 1 program is composed of five stages with mini tests and feedback after each stage. Once you have completed this program you use PC ADI Theory Test software to undertake mock tests, which cover the precise questions "word for word" that will appear on the actual test. Once you have mastered the multiple choice questions you will need to become familiar with the computerized Hazard Perception Test using PC ADI hazard perception software with over 600 Hazard Perception Test clips across 42 simulated tests.

Part 2: ADI driving test

The Part 2 driving test closely resembles the current car-driving test for learners in format and content. However, the eyesight test requires you to read a number plate at a slightly longer distance (i.e. 27.5 meters or 26.5 meters depending on the width of the lettering) with glasses if normally worn for driving. The duration of the test is also longer to allow you to undertake all the set maneuvers and you are expected to perform to a higher standard. Unlike the L test which allows you to make 15 minor driving faults on the Part 2 ADI test you are only permitted to

make 6 minor driving faults and what constitutes a minor driving fault may be more critically assessed.

Part 2 training course

The Part 2 course is made up of a program of self-development exercises, **ASK Driving School** qualified trainer would tailor a program of in-car training to meet your specific needs. This in-car training would usually be spread over several sessions and can be provided on a one-to-one basis to ensure no time is wasted waiting for or watching someone else drive.

Part 3: ADI instructor test

The Part 3 test requires you to give two half-hour driving lessons on subjects chosen by the examiner called phase 1 (novice driver) and phase 2 (near test standard). The examiner plays the role of a learner driver and whilst in that role he or she tests your ability as an instructor by asking questions and making mistakes. Your performance for each lesson phase will be graded from 1 to 6 with grade 4 and above being a pass. The minimum you need to pass Part 3 is a grade 4 for both phases. Grade 4 is acceptable, grade 5 is good and grade 6 is excellent.

Part 3 training course

Using open learning course package, Instructional Skills Manual, test guide, workbooks, prompt sheets and laminated colour presenter you will learn about the Part 3 test, the instructional standards sought and the practical exercises you need to undertake to develop the skills to pass this test. This leads into and integrates with a comprehensive practical program of in-car training with **ASK Driving School** DSA qualified trainer and again is usually provided on a one-to-one basis. As with the Part 2 course.



How to make the right choice

Before you decide to train with or join a company, you need to ask yourself what

unique selling points (USPs) it has. What does it have that will ensure you qualify as a driving instructor and how can you be sure it will provide you with the right route to a secure and decent living thereafter? We have provided below a summary of

how **ASK Driving School** can satisfy these points on both counts:

Why choose a job with

1. First and foremost **ASK Driving School** is a successful driving school. It is not one of the superficial show case schools that have sprung up in recent years to help driving instructor training companies and colleges sell expensive courses to the unsuspecting public.
2. **ASK Driving School** was established in 2008 and have financial stability and experience to ensure you succeed.
3. Since we moved away from the traditional driving school we have gone from strength to strength.
4. **ASK Driving School** offers the most flexible working arrangement of any driving school where the driving instructor only pays a small weekly franchise fee.
5. As an **ASK Driving School** driving instructor you offer your pupils the unique **ASK Driving School** system of driving tuition.
6. The choice of car is yours. You can lease or alternatively, you can supply your own car for the job (if suitable). No other school offers you this flexibility or low car cost.
7. Consequently, with **ASK Driving School** you have the potential to generate a much higher income than with any other driving school or indeed more than if you were to operate on your own.



Why choose ASK for training

1. **ASK Driving School** operates a very successful and profitable driving school, which is why you represent a real asset to us once qualified and why we will give you our full commitment to get you qualified. We are not one of the new show case driving schools or old declining driving schools who make all their profit from selling driving instructor training courses.

2. **ASK Driving School** driving instructor training course is designed to get you through the ADI examination in the most effective way possible rather than to make it easy and convenient for us to deliver.
3. We allocate a fully qualified driving instructor to undertake your practical driving instructor training from start to finish.
4. The driving instructor training for each part of the qualifying ADI exam is overlapped so that the development of skills can commence immediately and less time is wasted waiting for exam dates.
5. **ASK Driving School** offer you the option of one-to-one in-car driving instructor training for Parts 2 and 3 to ensure that any driving instructor training is specific to your needs and no time is wasted watching or waiting for others or being left behind.
6. **ASK Driving School** driving instructor training course is partly subsidized by our driving school because we know with each trainee recruited we are likely to have a happy Driving School driving instructor for many years to come. As a result we charge up to a £1,000 less for our driving instructor training course



despite offering up to twice the amount of in car training and certainly the very best materials and support in the business.