

LOCALLY DEVELOPED COURSE OUTLINE

Class V Driver Training35-3

Submitted By:

Chinook's Edge School Division No. 73

Submitted On:

Mar. 8, 2016

Course Basic Information

<u>Outline Number</u>	<u>Hours</u>	<u>Start Date</u>	<u>End Date</u>	<u>Development Type</u>	<u>Proposal Type</u>	<u>Grades</u>
35-3	75.00	09/01/2016	08/31/2020	Acquired	Authorization	G10 G11 G12

Acknowledgment

Course Description

Course Description:

Class 5 driver training is a combined classroom instruction and practical driving course preparing students to acquire their class 5 driving license. Students receive a certificate of completion recognized by the Alberta insurance industry.

Driver training prepares students for their future ensuring they have required driving requisites. Participation in this course provides skills of direct relevance to life after school. Students are afforded the opportunity to identify and develop a career and personal life skill. Driver training is collaboration between the school system, Alberta Transportation, and local driver training industry. It is a response to local industry concerns that students are entering the work force without adequate driver preparation or licensing. Students are afforded the opportunity to identify and develop a career and personal life skill. Driver training enables each student to apply acquired knowledge through a student centered practical driving experience. In school driver training helps offset the cost of taking training privately thus encouraging inclusive and equitable access to this programming. Students acquire skills of citizenship preparing themselves to assume a responsibility of life – life long driving safety and competency.

Classroom content is organized around the following major topics:

- Introduction - Classroom and Driver Education
- Licensing - Benefits, conditions and penalties
- Driver - How the driver affects the task of driving
- Vehicle - Getting to know your car
- Rules of the Road - How to safely and legally share the road with other road users
- Collision Avoidance
- Fuel Efficiency

Practical driving content is organized around the following major topics:

- basic maneuvers and skills
- entry and exit from the vehicle
- vehicle set up
- braking, steering, acceleration and correct visual habits
- intersections
- roadways

- blind spots
 - lane usage
 - stopping and starting
 - driving in reverse
 - two and three point turns
 - one way streets
 - traffic circles
 - hazard detection
 - parallel parking
 - highway exit and entrance
 - driving at dusk and night
 - railway crossing
- defensive driving

Course Prerequisite

Alberta Driving Learner Permit

Philosophy

Competencies are considered to be interrelated sets of attitudes, skills and knowledge that are drawn upon and applied to a particular context for successful learning and living, are developed over time and through a set of related learner outcomes.

Class 5 Driver Training 15-3 is the basic driver education program in Alberta, and is intended for new drivers. Class 5 driver training is designed to introduce new drivers to the basic knowledge and skills that will allow them to develop life-long habits of safety and competence, encourage an attitude of optimism and hope for the future and promote the value of becoming a lifelong learner who believes there are many skills to be acquired in the process of continual growth and learning. Participation in Class 5 Driver Training 15-3 will provide students with more advanced and in-depth skills and experiences that will enable them to further develop competent and safe driving skills. Students, as ethical citizens, will see this course and learning as a benefit to their community of work and will develop a sense of responsibility for the actions associated with being a good citizen. This program forms the foundation for any advanced or profession-orientated driver training taken later. Through acquisition of class 5 driver training, a student prepares himself/herself for the responsibilities of ethical citizenship in the safe and competent use of roadway systems. One of the goals of this course is to prepare students adequately for the employment market through the acquisition of qualified driving certification. This course encouraged an entrepreneurial spirit by fostering motivation, self-reliance and the perseverance and determination to set a goal and work on achievement of that goal.

Rationale

A significant prerequisite to employment is possession of a Drivers License. There is a growing concern that youth leaving high school are ill-prepared for driving, many not having a class 5 driving license. Class 5 Driver Training is intended for students who wish to expand their driving competency to better be able to challenge Class 5 Driver examination and certification. School facilitation of Class 5 Driver Training will enable students to successfully acquire their Class 5 Driving License. Driving is an essential part of daily life and of employment.

To achieve a positive attitude and behavior change the students will experience a broad range of interactive and hands-on activities that will foster a positive attitude towards driving safely and will encourage them to be advocates of safe driving within their own sphere of influence.

Learner Outcomes

General Outcomes

1. Learn the structure and requirements of a Driver Education course.
2. Learn the different stages of the licensing process and the conditions of each step.
3. Develop awareness of the laws and penalties that regulate safe driving.
4. Understand and critically make decisions with respect to individual factors that affect driving.
5. Learn features common to all vehicles.
6. Learn appropriate responses to signs, markings and rules encountered on the road.
7. Apply various techniques of defensive to make good driving decisions.
8. Recognize the environmental responsibility and benefits of fuel efficient driving.

Specific Outcomes

1. Learn the structure and requirements of a Driver Education course.
 - 1.1 Students will understand the structure and purpose of Driver Education.
 - 1.2 Students will understand driver training school's responsibilities and obligations.
 - 1.3 Students will understand their responsibilities and obligations in a Driver Education course.
2. Learn the different stages of the licensing process and the conditions of each step.
 - 2.1 Students will identify and follow conditions and restrictions of a Class 7 licence.
 - 2.2 Students will analyze and explain the rationale behind GDL licensing.
 - 2.3 Students will identify and follow conditions and restrictions of a Class 5-GDL licence
 - 2.4 Students will be able to follow the process to obtain a full Class 5 licence.
 - 2.5 Students will know the requirements for insurance and registration.
3. Develop awareness of the laws and penalties that regulate safe driving.
 - 3.1 Students will recognize and determine the influence of the three levels of law that govern driving in Alberta.

- 3.2 Students will understand the powers of police officers.
- 3.3 Students will study and determine types of penalties that can be imposed on drivers
- 3.4 Students will understand the demerit system.
- 3.5 Students will be able to determine which driving offences fall under the Criminal Code.

4. Understand and critically make decisions with respect to individual factors that affect driving.

- 4.1 Students will recognize the necessity and benefit of courteous driving.
- 4.2 Students will determine factors that motivate driving habits.
- 4.3 Students will study the effect of visual health to driving and know the reporting requirements of visual conditions.
- 4.4 Students will study the impact and importance of physical the reporting requirements of physical conditions.
- 4.5 Students will determine the possible effects of fatigue on driving and know methods to avoid fatigue.
- 4.6 Students will study the effects of emotions and stress on driving.
- 4.7 Students will analyze and understand dangers of distracted driving.
- 4.8 Students will know distracted driving legislation.
- 4.9 Students will study the effects of drugs and alcohol on driving.
- 4.10 Students will recognize the consequences of impaired driving.

5. Learn features common to all vehicles.

- 5.1 Students will be able to identify the key features on the instrument panel.
- 5.2 Students will recognize safety features of a vehicle.
- 5.3 Students will be able to apply acceptable forms of turn signals.
- 5.4 Students will be able to demonstrate proper use of seat belts and predict consequences of improper use.
- 5.5 Students will study and determine the differences between automatic and standard transmissions.

6. Learn appropriate responses to signs, markings and rules encountered on the road.

- 6.1 Students will accurately identify various road signs.
- 6.2 Students will explain the various colours of traffic control lights.
- 6.3 Students will distinguish between the various types of pavement markings.

- 6.4 Students will describe how to share the road with various road users.
- 6.5 Students will identify the proper method for turning corners.
- 6.6 Students will explain how to safely use various intersections.
- 6.7 Students will identify the procedure at uncontrolled intersections and courtesy corners.
- 6.8 Students will describe the procedure for passing legally.
- 6.9 Students will identify the proper method of changing lanes.
- 6.10 Students will distinguish between the various methods of parking

7. Apply various techniques of defensive to make good driving decisions.

- 7.1 Students will analyze improper actions that often lead to collisions.
- 7.2 Students will know procedures of scanning (ground search, eye lead time and mirror checks)
- 7.3 Students will understand blind spots and determine situations where blind spot recognition and appropriate action will be required.
- 7.4 Students will explain how space cushions and following distance contribute to safe and defensive driving practices.
- 7.5 Students will analyze various conditions and make appropriate risk assessments.
- 7.6 Students will explain the importance of traction and identify factors that influence traction.
- 7.7 Students will explain the effects of inertia.
- 7.8 Students will be able to identify conditions that lead to risks of skids and hydroplaning.
- 7.9 Students will identify the differences of driving in various weather conditions and at various times of day.

8. Recognize the environmental responsibility and benefits of fuel efficient driving.

- 8.1 Students will explain the environmental and personal benefits of fuel efficiency.
- 8.2 Students will identify fuel efficient driving techniques.
- 8.3 Students will explain and predict vehicle maintenance impact on fuel efficiency.

General Outcomes

- 1 1. Learn the structure and requirements of a Driver Education course.**
- 2 2. Learn the different stages of the licensing process and the conditions of each step.**
- 3 3. Develop awareness of the laws and penalties that regulate safe driving.**
- 4 4. Understand and critically make decisions with respect to individual factors that affect driving.**
- 5 5. Learn features common to all vehicles.**
- 6 6. Learn appropriate responses to signs, markings and rules encountered on the road.**
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Facilities or Equipment

Facility

This classroom component of the course will be taught in a regular High School classroom equipped with a Smartboard with full access to the internet as well as wireless for student portable internet devices. Students will also have access to computers and the computer lab when necessary.

The in-vehicle component of the course is provided through a certified driver training instructor and supervised by a Chinook's Edge teacher and the Principal of the school. Vehicle specifications and upkeep meet Alberta Transportation Driving School standards.

Facilities:

Equipment

Classrooms have Smartboards and full access to the internet. All other equipment including DVD players are also available. Vehicles are provided by the certified driver training school.

Learning Resources

a. Required Study Materials

- instructor's guide (provided by Alberta Transportation)
- electronic presentation (provided by Alberta Transportation)
- student's guide to deliver driver education (one per student purchased through Learning Resources Centre) Student Guide Ordering Process Learning Resources Center
- Basic Licence Driver's Handbook-one per student – This operator's manual provided by Alberta Transportation, contains information required by all motorists in Alberta

b. Optional Study Materials

- Today's Driving Manual
- Today's Exercise Book
- Today's In-Car Manual
- Audio-Visual Materials

Good quality audio-visual aids are available that can enhance the lesson content of driver education programs. Learning is always improved when points can be illustrated visually.

c. Reference Materials

i. The following reference materials are required to be present at the school of instruction:

- Licensed Driver Training School Policies and Procedures Manual - for reference by the management and senior instructor. The manual must be updated with any amendments received from Alberta Transportation;
- The Driver Training and Driver Examination Regulation – for reference by the management and senior instructor, either in print or through access to the Queen's Printer website (see section 3.00.06 – Contacts and Resources)
- Class 5 Curriculum (Alberta Transportation)

ii. The following forms are to be completed and submitted by the driving instructor to meet the requirements for maintaining driving instructor certification:

- Classroom Curriculum Outline and Approval Checklist
- Class 5 Driver Education Student Classroom Record
- Driving Instructor Requirements
- Driving Instructor License Application
- Licensed Driving Instructor Record of Instruction

iii. Additional Materials

- Driver Training and Examination Regulation
- FAQ's New Class 5 Curriculum
- Summary of Class 5 Driver Education Curriculum Changes – 2013
- Definitions of Class 5 Curriculum Components
- Alberta Traffic Safety Act
- Vehicle Equipment Regulation
- Driver Training and Driver Examination Regulation
- Use of Highway and Rules of the Road Regulation
- Off-Highway Vehicle Regulation

Others

Sensitive and Controversial Content

We do not anticipate controversial or sensitive material. However any controversial issues that have been anticipated by the teacher, and those that may arise incidentally during instruction of the students, should be used by the teacher to promote critical inquiry and/or teach thinking skills. The school plays a supportive role to parents in the area of values and moral development and shall handle any parental decisions in regard to controversial issues with respect and sensitivity.

If controversial or sensitive issues may arise, the teacher/instructor will communicate directly with school administration to determine an appropriate plan of action that could include:

- Letter to parents
- Meetings with parents/student
- use of outside support systems
- Consultation and/or collaboration with counsellors or other appropriate professionals
- Additional training to deal with the subject

Mitigation Strategies

Safety Components

Classroom safety issues outside standard issues including fire drills, fire routes and school supervision is not an issue and can and will be covered by the standard operating procedures of the school and board policy.

A licensed driving instructor shall take preventative action when a situation occurs during a lesson that is likely to result in a collision. In the event that a collision happens during a lesson, and if the collision must be reported by law, the instructor shall ensure that it is reported to the police. An instructor must always be alert to situations developing that could become hazardous, and must be prepared to intervene early enough to avoid a collision. Students' progress must be constantly evaluated to ensure that they are not exposed to traffic conditions beyond their ability to cope. Heavy traffic generally results in a smaller "space cushion", which limits opportunities to take corrective action. Beginning students should start in lower volume traffic, such as in residential area. When a potentially dangerous situation arises, the instructor shall try to correct it by providing instructions that are timely, specific and easily understood (e.g., "stop", "slow down", "stay in this lane", etc.). An instructor must always be prepared to assist with control of the vehicle by taking the steering wheel or using the dual brake, if necessary. In the event of a collision occurring, and it must be reported by law (due to injuries or the extent of vehicle damage), the instructor shall report the collision to the police. An accident report must be filed with Driver.

All Chinook's Edge School Division procedures will be followed if students are taken off campus (re: planning, parental permission, risk assessment, etc.), in accordance with Chinook's Edge School Division Administrative Procedure 2-09 - *Field Trips & Excursions*.

Mitigation Strategies

Significant Overlap with Provincial Curriculum

This course has no significant overlap with existing provincially developed courses.

Assessment

Assessment

Successful completion of the course requires the student to achieve a minimum score of:

- i. 80% for the classroom or theory written examination
- ii. 75% for the in-vehicle evaluation.

Classroom theory and knowledge testing consists of two exams:

1. A general exam consisting of 50 questions and
2. A supplemental exam, consisting of 20 questions that are specific to the class of instructor licence you are applying for.

A minimum score of 80% in each exam is required to pass. The knowledge exams will be marked immediately upon completion and a pass or fail indicated to the instructor applicant.

Only the failed exam(s) will be retested at the next appointment.

There is a minimum one day waiting period for re-writing.

After the third unsuccessful appointment the client will be required to wait one year from the date of the third appointment to re-apply.

When the applicant reapplies the process will start again as a new applicant.

Classroom Test

- a. A Driver Education Examination, issued and provided by Alberta Transportation, must be given to the students at the completion of the classroom program.
- b. The test is 25 minutes in duration and must be timed. The time spent administering the test is not considered as part of the required 15 hours of instruction.
- c. All questions are multiple choice, with the student recording answers on the answer sheet, not the test booklet. The answer sheet must be fully completed and signed by the student.
- d. The test is closed-book, so no reference material is allowed. The instructor must be present in the classroom throughout the test and must ensure that there is no talking among the students, no use of cell phones (camera or non-camera) or other electronic devices, nor any type of cheating.
- e. Language dictionaries may be used by students for whom English is a second language; however, the instructor must scan each such dictionary to ensure that it does not contain

any

notes or materials that could allow cheating.

f. The instructor may assist with clarifying the meaning of English words only, but must not in any way indicate the correct answer to a question.

Course Certificates

Upon successful completion, the student will be issued a Notice of Driver Education Course Completion Certificate.

The student is to present the certificate at a Registry office, where a Condition Code U will be placed on the operator's record. Although a Code U does not appear on the operator's licence, it will appear on a driver's abstract. The Notice of Driver Education Course Completion Certificate form is a controlled inventory item, which is supplied to schools authorized to provide Class 5 training under the Driver Incentive Program. When issued to a student, the certificate entitles him or her to a Code U licence endorsement and may qualify for an insurance discount equivalent to two to three years' driving experience. Course Completion Certificates are also issued to schools that provide Air Brake, School Bus Driver Improvement and Long Combination Vehicle training, and Defensive Driving or Professional Driver Improvement Courses.

A. Receiving Inventory

1. Certificates are numbered and issued sequentially. Each batch provided by Driver Safety Programs comes with a corresponding control sheet form (AT 010) on which to link the student with each certificate issued. A qualifying school is provided with a supply of certificates when initially licensed. Additional certificates may be ordered when required, by contacting an Administrator.

B. Security

1. The school is responsible for ensuring that non-used certificates are stored securely, in a locked cabinet or drawer. Missing certificates must be reported immediately to Driver Safety Programs.

2. If stolen, the school must forward a police report to Driver Safety Programs.

3. All Notice of Driver Education Course Completion Certificates (TRANS 0047) must be accounted for.

Student Records

For each registered student, the school shall keep a record including the:

1. Student's full name;
2. Student's complete address;
3. Student's date of birth;
4. Student's date of enrollment;
5. Student's operator's licence number;
6. Class of operator's licence held at time of enrollment;
7. Type of course or training received;
8. Date, time, duration and student rating (or progress report) of each lesson, initialed by the student
(classroom and in-vehicle);
9. Name of the instructor presenting or conducting each lesson;
10. Location of the classroom facility;
11. Student's Driver Education Test answer sheet(s);
12. Course completion date;
13. Total fees charged to the student; and
14. Driver training school copy of the completed Notice of Driver Education Course Completion Certificate (see section 5.00.01).
15. A class 5 driver education student classroom record will be maintained and submitted by the classroom instructor upon completion of the course.

Course Evaluation and Monitoring

The Associate Superintendent Learning Services, in collaboration with the school Principal, will evaluate and monitor this course to ensure that all requirements (by Alberta Education, by the developing school board, and by Chinook's Edge School Division) are met. The school Principal will supervise the course implementation at the school level. Course pre-requisites, copyright privileges, and conditions listed by the developing board will be strictly adhered to.

Appendix I

1 Appendix A - Classroom Instruction Curriculum.pdf

2 Appendix B - In-vehicle Curriculum.pdf

3 Appendix C - Driver Examinations.pdf

4 CLASS FIVE DRIVER TRAINING LDC.docx

Appendix II

Table of Contents

Board Motion	1
Course Basic Information	0
Philosophy	5
Rationale	6
Learner Outcomes	7
General Outcomes	10
Specific Learner Outcor	11
Facilities or Equipment	14
Facility	14
Equipment	15
Learning Resources	16
Others	18
Sensitive and Controversial Content	18
Safety Components	19
Significant Overlap with Provincial Curriculum	19
Assessment	20
Appendix I	23
Appendix II	23