



E-YARD Tutor Assessment Advice

The role of the Tutor within RoADAR is essential to ensure candidates are trained consistently to a high standard and that the quality they receive is likewise consistent to achieve the highest grade capable for the candidate under tuition.

The role of Tutor brings with it great responsibility to achieve this aim and all Tutors must have a sound, thorough and in-depth knowledge of RoadCraft - The System of Vehicle Control and The Highway Code, a good knowledge of Road Traffic Act legislation and an understanding of basic motor mechanics.

They should be able to deliver lessons and feedback appropriately.

Additionally they should hold a Grade of Silver or above in the discipline they are to tutor - Car or Motorcycle.

Role requirement

To create a level playing field and to achieve consistency in the role of tutor, any group member wishing to become a Group Tutor must undergo a thorough assessment of their knowledge and skills.

This assessment will take the following format:

1. Already possess a RoADAR Driving/Riding Qualification to a minimum of Silver standard.
2. Theory Examination - Minimum pass mark of 85%
3. Demonstration Drive/Ride to minimum of Silver Standard
4. Commentary (Car Only)
5. Teaching
6. Knowledge and understanding
7. Fault diagnosis

Upon successful completion RoSPA HQ will receive a written report, they will amend their records and Certification will be issued.

Advice and training will be provided to members wishing to carry out this role and this will include coaching on Training Techniques, Commentary, Fault Diagnosis and Practical Driving/Riding skills.

There will be a requirement to understand RoadCraft and the Highway Code as identified above, however assistance in this will be offered where practicable.



Qualified Tutors

When qualified, tutors may be assessed periodically to ensure the high standards expected of the group are being maintained.

This assessment will take the following format:

1. Proof of current qualification. *There will be no requirement to deliver a demonstration drive, a current Certificate of grade (within 3years) will suffice.*
2. Observed lesson.

There will be no written re-test requirement

Guidance For Group Tutors

Tutors need to be fully conversant with the "RoSPA Advanced Drivers and Riders - Advanced Car/Motorcycle Test Guidelines for Candidates and Tutors" document available on the RoSPA website.

This document outlines the benefits of Advanced techniques and what areas examiners will be considering on test.

It also explains the grading system of Bronze, Silver and Gold.

Practical advice when tutoring

First impressions count!

Remember you are representing Yorkshire Advanced Riders & Drivers and the internationally renowned organisation of RoSPA.

Whilst we don't have a uniform, please present yourself in a smart & professional, businesslike manner. Motorcycle tutors should ideally wear Group Logo hi-viz tabards.

Encourage your candidate to commence each session as they would a test, from their very first lesson:

- Encourage them to commence with POWDERYSS, cockpit/pre-drive/ride checks and ask relevant questions in respect of basic mechanical knowledge, Road Craft and Highway Code.
- Encourage a demonstration of a moving brake test or an explanation of the technique.



- Limit each session to around 50 minutes or 60 minutes maximum. Individuals will be working hard on their techniques and development and after 50 minutes may well become tired and lose concentration.
- Practical driving / riding sessions should be limited to about 2 hours.
- Allow 45 minutes at the end of the session to review, feedback, evaluate, complete training logs etc.
- Consider where the reviews are carried out - a cafe or garden centre may be preferable to a car park or lay-by for example.
- Feedback and critique technique should follow the "Praise - Critique - Praise" format.
- Give a positive initially, review an element in need of development or of concern, and finish on a positive to bring their confidence back up.
- Feed in "bite-size" chunks. Look at one particular area of concern/development and discuss that element. *i.e. positioning may have been poor along with the wrong gear selection and lack of progress. Identify the most serious element (gear?) and offer advice on that.*
- Such review should be no longer than five or ten minutes.
- Do not overload the candidate with too much information - nothing will go in!
- Suggest a particular element of Road Craft to read that has been a discussion point during the session.
- When recording the Training Log be honest. Do not use the log as a 'happy sheet' There are five categories from *Significant Development Required* through to *Exceeds Required Standard*. Mark appropriately - Don't mark up!