

**E-YARD TRAINING TEAM**

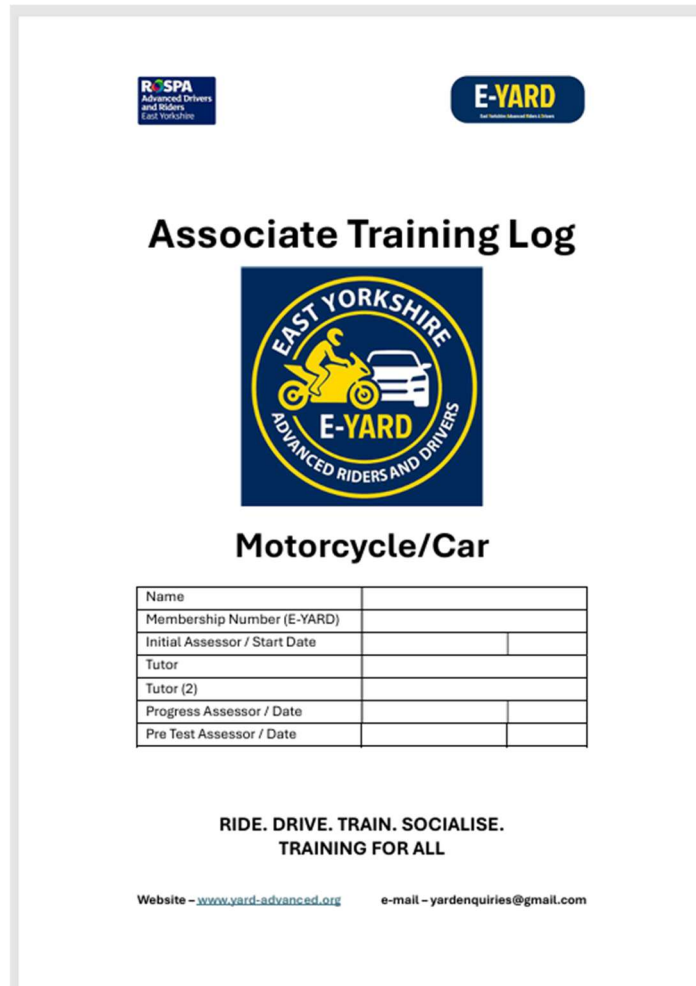
**A Guide to the Revised E-YARD Associate Training Logs**

E-YARD Training Team have been working on the revised associate training logs, the current booklets having been introduced in 2017.

The original log books have served the group well and have been fit for purpose, however as the club has grown and developed it became apparent there was a need to modernise the look and some of the content, freshen up the contents and introduce a simpler marking system.

The new logbooks are being rolled out in the near future as the old stock is exhausted, so it is timely to release this guide to their use

The front cover has been refreshed with a modern logo. It is to be used for both disciplines, Motorcycles and Car and the cover reflects this.





## EXCELLENCE THROUGH TRAINING



### E-YARD TRAINING TEAM

#### Front cover layout

- Bears a refreshed header with RoSPA and E-YARD logo
- The footer bears the strapline;  
RIDE. DRIVE. TRAIN. SOCIALISE.  
TRAINING FOR ALL - which continues throughout the book.

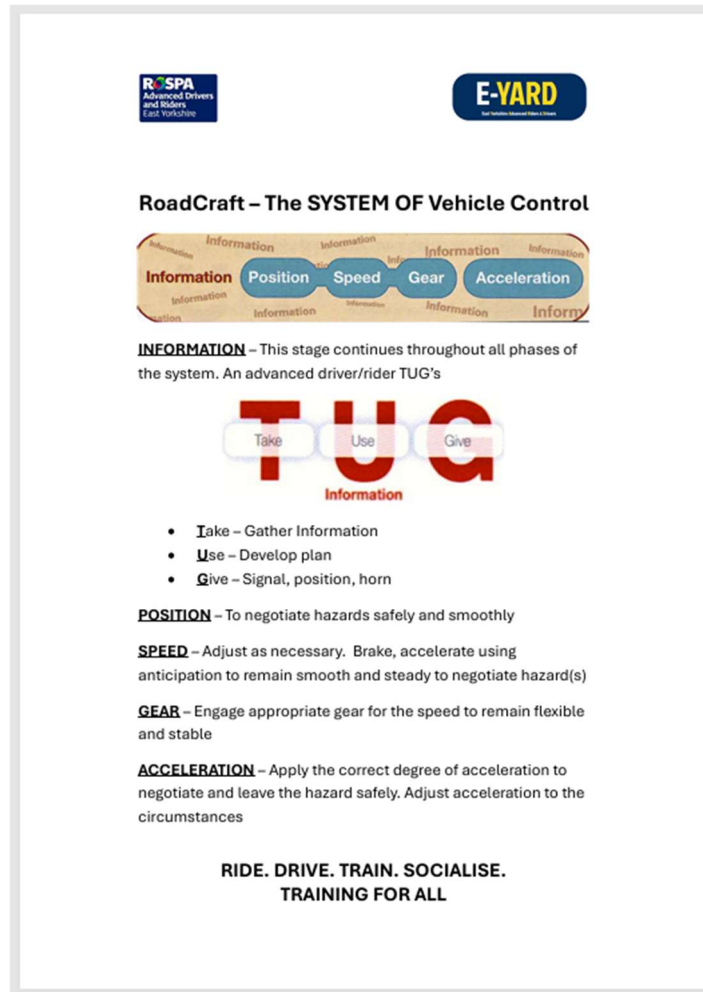
#### Front cover matrix

Name		
Membership Number (E-YARD)		
Initial Assessor / Start Date		
Tutor		
Tutor (2)		
Progress Assessor / Date		
Pre Test Assessor / Date		

- The matrix on the cover has been slightly amended but still has the Associate Name on the cover.
- Membership number now specifies it is their E-YARD number.
- An additional box for the initial assessor details is appended to the start date instead of separate lines.
- Tutor and Tutor (2) remain – to be used in the event of an associate being moved to another Tutor
- Progress assessor and date boxes are new to the booklet for mid-course assessment purposes
- Pre Test Assessor now includes a date box in addition to assessors details.

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**Inside front cover**



- SYSTEM is in bold to reiterate that it is IPSGA and vice versa.
- IPSGA panel refreshed to make it more readable.
- TUG now has the graphic from RoadCraft – it is larger and underscores the importance of Take, Use, Give, which have also been edited in description
- Position, Speed, Gear, Acceleration have also been edited to reflect how they appear in RoadCraft

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Page 3 – Initial confirmation of details and legal requirements

	
Full Name	
E-YARD No.	
RoADAR No.	(post-test)
Driver Licence No.	
Vehicle (Make/Model)	
Registration No.	

I declare that I hold the below listed documents including licence for the class of vehicle stated and confirm the below statement to be accurate.

I am aware that I am responsible for my actions whilst on public roads at all times. I am obliged to comply with all legal requirements, regulations and rules of the highway. \*

Full/Current relevant licence		*    Signed (Associate & Tutor)
Insurance in respect of this vehicle		
MOT (if over three years old)		
Vehicle Excise Duty in force		
Eyesight is to the required legal standard (corrected if applicable)		

**RIDE. DRIVE. TRAIN. SOCIALISE.**  
**TRAINING FOR ALL**

- Initial box is now Name instead of associate – more personal.
- Separate lines for E-YARD membership number and RoSPA membership number (along with date of issue – member should be encouraged to fill this in when they get their test confirmation) These are now on separate lines to avoid confusion.
- Drivers Licence now specifies it is the number (No.) required.
- Vehicle now make and model rather than vehicle/type
- Registration number – unchanged
- Declaration and Responsibility statements. These are now paragraphed instead of separated with the ‘legals’ box now requiring only one signature box (see below)

**‘Legals’ box - Mostly remains unchanged except;**

- MOT line simplified and ‘3’ changed to ‘three’
- Vehicle Excise Duty in force replaces *vehicle is currently taxed*


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- Signature box is now singular rather than separate for both boxes (initial and legals) and specifies countersignature required showing Tutor has confirmed everything is in order at the time of signing.

**Marking Matrix**


This is the major amendment to the Associate Logbook. The *original* logbooks had a five-grade marking system, covering all 28 categories an examiner uses to mark and grade the Advanced Riding/Driving Test. It is formatted like this, so the Associates understand what they are being marked on.

The five-grade system was suspended in 2024 and reduced to a three-grade system. This three-grade system remains but has been cleaned up and simplified. This is explained below (see next page\*).



Date	Tutor	End Mileage		
		1	2	3
Pre-Ride/Drive Checks				
Steering/Balance				
Clutch				
Gears				
Braking				
Accelerator				
Mirror				
Horn				
Visibility				
Moving off/Stopping				
System Application				
Road Position				
Cornering				
Use of signals				
Reaction to signs				
Low speed riding/driving				
Progress/Planning				
Overtaking				
Department				
Attitude				
Multi lane carriageway				
Judging distance				
Speed				
Concentration				
Commentary (Car only)				
Reversing (Car only)				
Highway Code				
Maintenance				

1 – Achieved Consistently
2 – Achieved Occasionally
3 – Development Required



- Date and Assessor box now includes Mileage – to be recorded at conclusion of session
- Matrix now graded 1 – 3 \*



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Free text Signature Box

Name	Signed/Agreed
	(Tutor)

- Now has boxes for both name and signature
- Separate lines for Associate (line one) and Tutor (line two)
- Line 2 specifies (Tutor)

**Back of Logbook - Third Page from back**

This page has been completely redesigned and makes more emphasis of safety and the (European) Goals for Driver Education (EGDE), which introduces these aspects the approach to both Advanced Riding/Driving as well as riding/driving in general.

**Before every journey consider GDE - Goals for Driver Education**  
 Are **YOU** fit to ride/drive? Is your **VEHICLE** fit to ride/drive?  
 Is the **ENVIRONMENT** suitable? Is the **JOURNEY** necessary?

**I AM SAFE**

- Illness – Symptoms that may affect ability?
- Attitude – Focused on the task and journey?
- Medication – Taking any that may affect performance?
- Sleep – Sufficient sleep to combat fatigue?
- Alcohol – Had a drink? Hungover?
- Food – Hungry or thirsty, low blood sugar or dehydrated?
- Emotion – Angry, depressed, stressed?

**POWDDERSS**

- Propellant – Fuel/Charge sufficient for journey?
- Oil – Engine and Brake/Clutch fluids. Checked/topped up?
- Water – Coolant? Wash bottles?
- Damage/Drive – All accessories secure? Drive chain adjusted?
- Electrics – Lights? Horn? Indicators? Brakes?
- Rubber – Tyres. Depth, condition, pressure? Bar grips? Foot pedals?
- Steering/Suspension – Smooth, no clunks, rebound?

**Moving Brake Test**

- Level, flat road with a good surface condition
- Check road behind is clear
- Accelerate to around 30mph in non-retarding gear
- Apply brakes firmly (motorcycles BOTH brakes)
- Slow to walking pace
- Check for shudder, binding, pulling left or right, unusual noises etc.
- If unable to do so, brake early for the first hazard

**RIDE. DRIVE. TRAIN. SOCIALISE.**  
**TRAINING FOR ALL**

- Initial paragraph addresses EGDE and it's basic elements in simplistic terms

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- I AM SAFE Box – replaces ‘Y’ in POWDER mnemonic. Emphasizes the importance of being fit to ride/drive being rather than the vehicle being primary consideration

**I AM SAFE**

- Illness – Symptoms that may affect ability?
- Attitude – Focused on the task and journey?
- Medication – Taking any that may affect performance?
- Sleep – Sufficient sleep to combat fatigue?
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- POWDDERRS Box – creates a cleaner look and easier to read format to previous
- Doubles for both car and bike checks (cars are POWDER, bikes POWDDERSS in RoadCraft)
- As above (I AM SAFE) ‘Y’ now dropped.

**POWDDERSS**

- Propellant – Fuel/Charge sufficient for journey?
- Oil – Engine and Brake/Clutch fluids. Checked/topped up?
- Water – Coolant? Wash bottles?
- Damage/Drive – All accessories secure? Drive chain adjusted?
- Electrics – Lights? Horn? Indicators? Brakes?
- Rubber – Tyres. Depth, condition, pressure? Bar grips? Foot pedals?
- Steering/Suspension – Smooth, no clunks, rebound?

- Moving Brake Test box
- Box format for a cleaner, easier to read format.
- Text refreshed to reflect current wording in RoadCraft – speed, gear selection, brakes to be used (bikes)
- Reason for conducting of Moving Brake Test

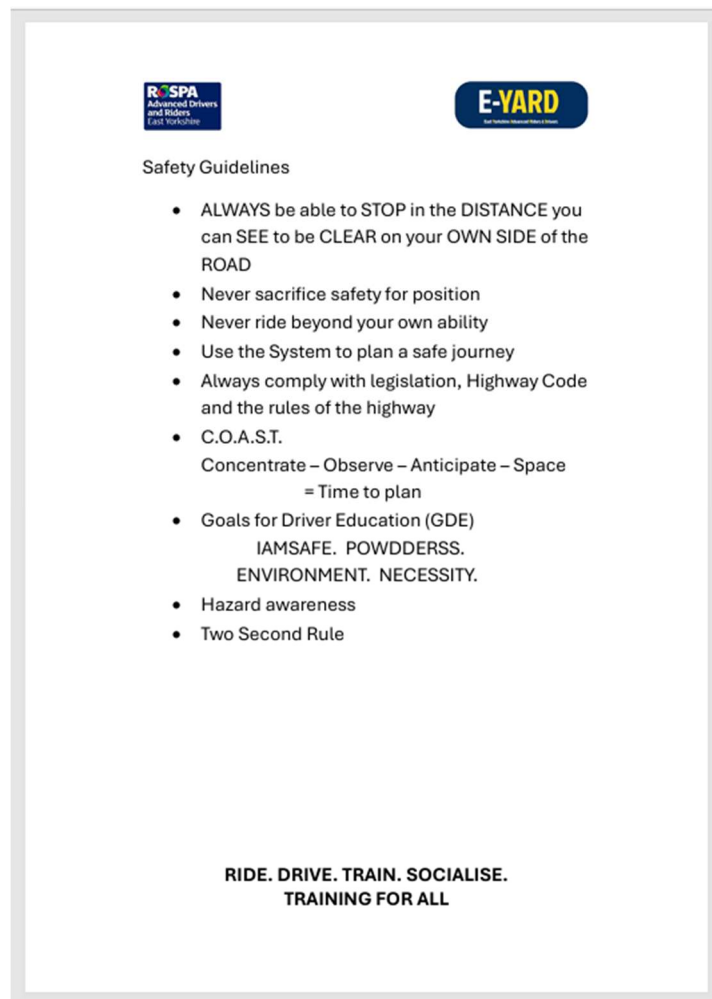
**Moving Brake Test**

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- If unable to do so, brake early for the first hazard

**E-YARD TRAINING TEAM**

**Inside back page**

- ‘Guidelines for Marking’ removed from page as the revised Guide is now on each ‘run’ sheet as above.
- Safety Guidelines remain but have been expanded.
- The ‘primary rule’ of being able to stop has been highlighted due to its importance.
- Goals for Driver Education now form part of the guidelines to raise awareness of them being the backbone of road safety and the advanced systems.
- Hazard Awareness and the Two Second Rule have been added.



The image shows a page titled 'Safety Guidelines' with logos for ROSPA and E-YARD at the top. The text lists several safety rules and guidelines, including the C.O.A.S.T. acronym and the Two Second Rule. At the bottom, it says 'RIDE. DRIVE. TRAIN. SOCIALISE. TRAINING FOR ALL'.

**ROSPA**  
Advanced Drivers  
and Riders  
East Yorkshire

**E-YARD**  
East Yorkshire Advanced Riders & Drivers

Safety Guidelines

- ALWAYS be able to STOP in the DISTANCE you can SEE to be CLEAR on your OWN SIDE of the ROAD
- Never sacrifice safety for position
- Never ride beyond your own ability
- Use the System to plan a safe journey
- Always comply with legislation, Highway Code and the rules of the highway
- C.O.A.S.T.  
Concentrate – Observe – Anticipate – Space  
= Time to plan
- Goals for Driver Education (GDE)  
IAMSAFE. POWDDERSS.  
ENVIRONMENT. NECESSITY.
- Hazard awareness
- Two Second Rule

**RIDE. DRIVE. TRAIN. SOCIALISE.  
TRAINING FOR ALL**

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**Back page**

- Accreditation instead of affiliation to RoSPA reflects how the group is administered within RoSPA/RoADAR
- The group dedication has been reworded and expanded.
- The importance of RoadCraft and the System are highlighted
- Reference to RoadCraft being the training manual for all emergency services, not only police is also mentioned.
- Reason for periodic checks has been included and the reasons.
- The check box has been amended and improved for clarity.
- It now includes a signature box for the associate and checking tutor
- It remains an eight-line matrix, which equates to a two year lifespan of document checks.
- Endorsed as - 2026v.4 - referencing the year of commencement of this version, which is the fourth version (v.4)
- Printers' details are endorsed at the bottom of page.

For the tutors, the latest version of the E-YARD Tutors Handbook is currently being rolled out. It has more instruction and advice on the use of the refreshed marking system. Those associates currently using the original Associate Logbook should continue to do so and mark them on the 'old' system. It reflects the same values of development and achievement.