**Tutor Annual Quality Assessment**

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| **Name of Tutor** | **Area/Route** |
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| **Name of Assessor** | **Weather** |
|  |  |
| **Date** | **Assessment No.** |
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| **Competency** | **Standard Met** | **Comments** |
| **Briefing – Considerations;**   * Safety brief – Disclaimer, legal responsibility? * Acceptable manner - Did they put associate at ease? * Prechecks POWDDERRS/IAM SAFE? * Rules set? * Contingency planning inc loss of contact with associate? | **Yes/No** |  |
| **Ride – Considerations;**   * Appropriate route – length, suitability for skills being taught etc? * Suitable position? * Did they control the session – Were they safe? * Reaction to adverse situation – If appropriate? * Was demo appropriate – Given? | **Yes/No** |  |
| **Debrief – Considerations;**   * Appropriate use of language/Appropriate conduct towards associate? * Did they refer circumstances back to Roadcraft/The System? * Honest assessment? * Solutions offered? * Were they positive towards the Associate’s performance? * Evidence of subsequent planning? * Recommendations as to what should be practiced between sessions? | **Yes/No** |  |
| **Tutor Signature** | |
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| **Assessor Signature** | |
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